Hiller Pharma SFA System User Manual

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Quotation 14
Sales Order 24
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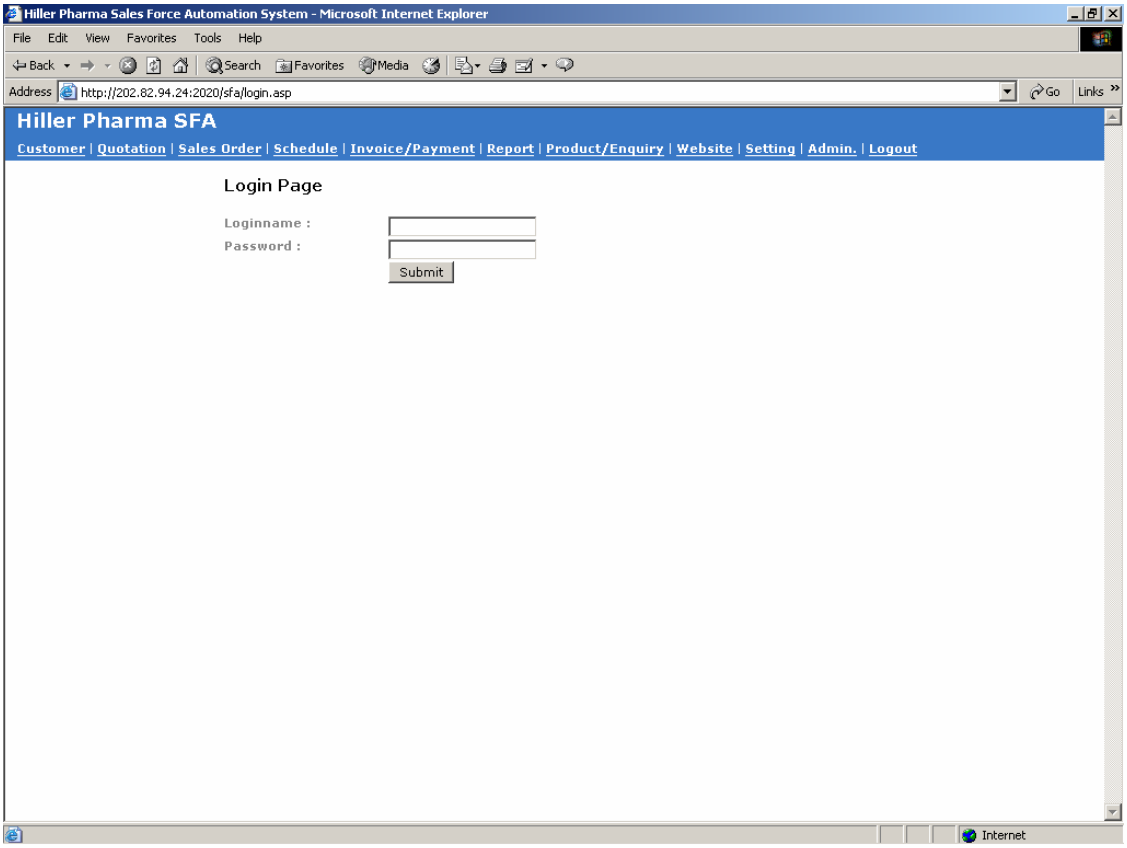
Updated on March 2002

Login

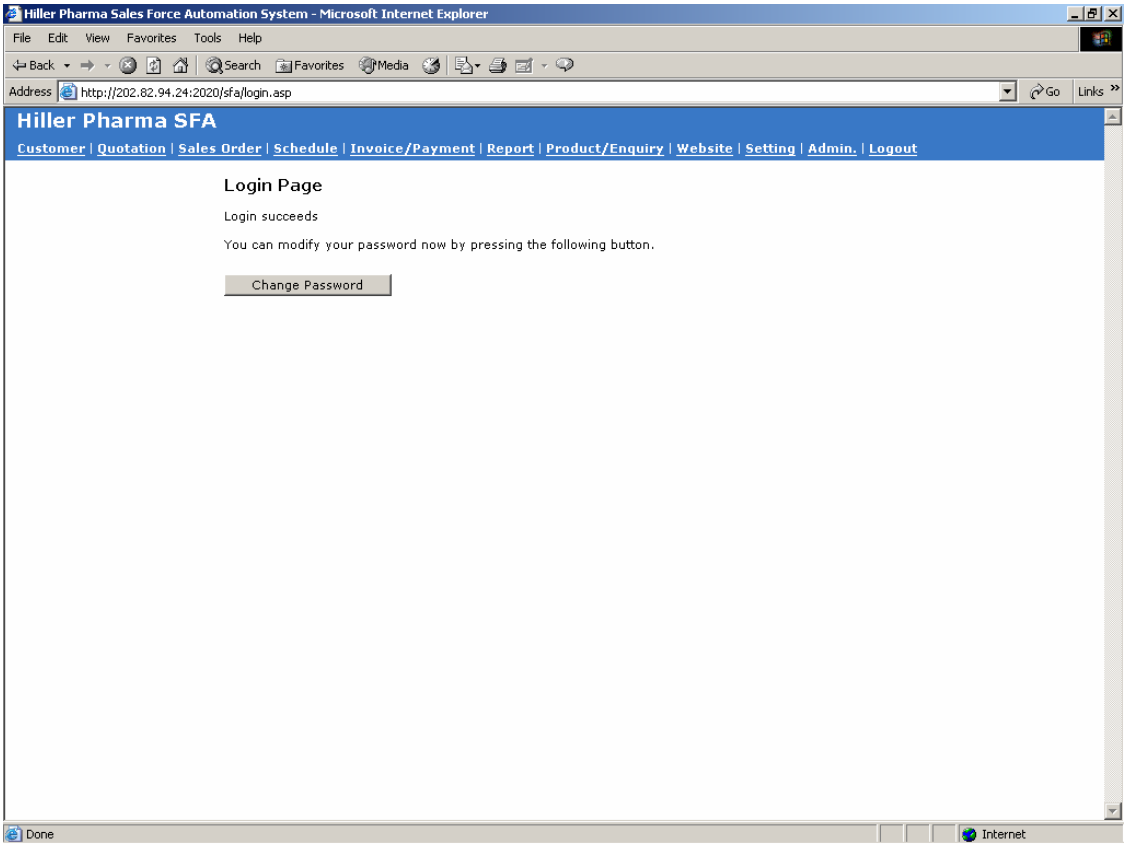
Login


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/login.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
Login Page
Loginname :
Password :
Submit
Internet

User login is required to access all the function available on the system. The login page requires the user name and password only. Successfully login will bring user to the change password page. User can select all the available functions on the top blue menu afterward. If login fails, please retry the user name and password. Please note that **user name and password are both case sensitive**.

Change Login Password

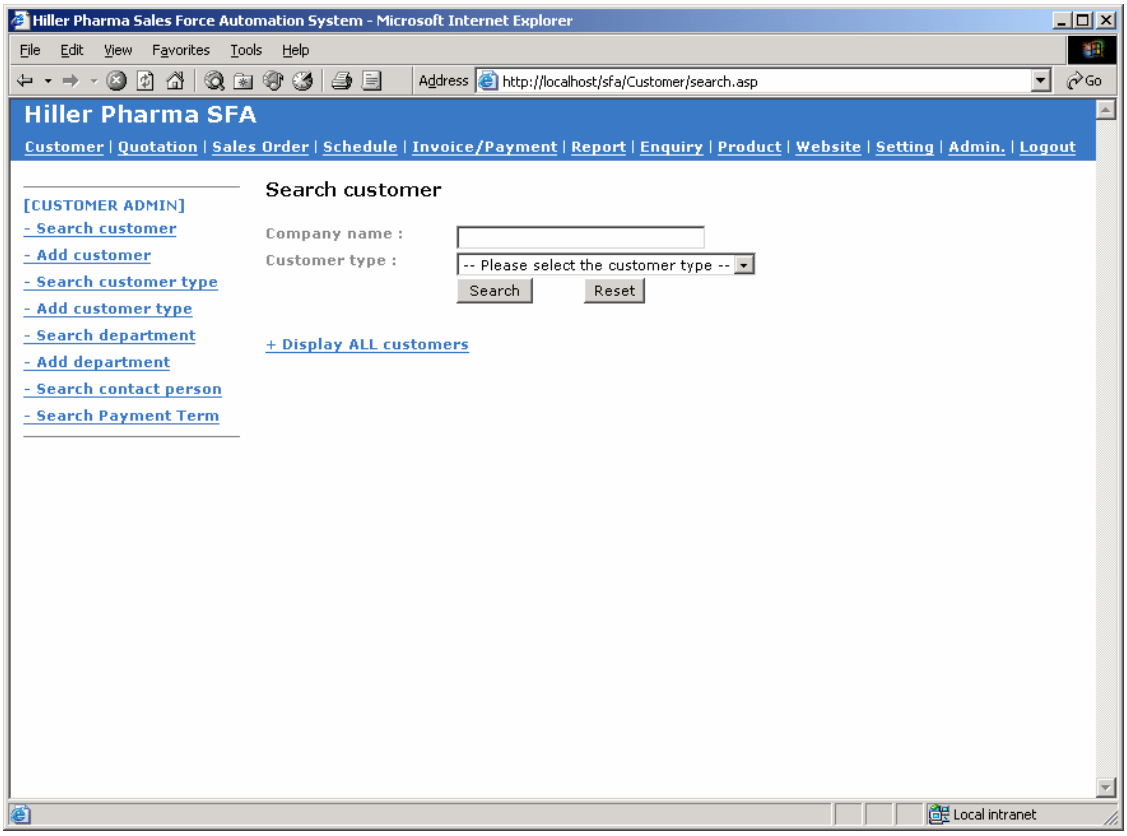
After successful login, the change password screen should appear.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/login.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
Login Page
Login succeeds
You can modify your password now by pressing the following button.
Change Password
Done
Internet

Click on change password to renew the login password.

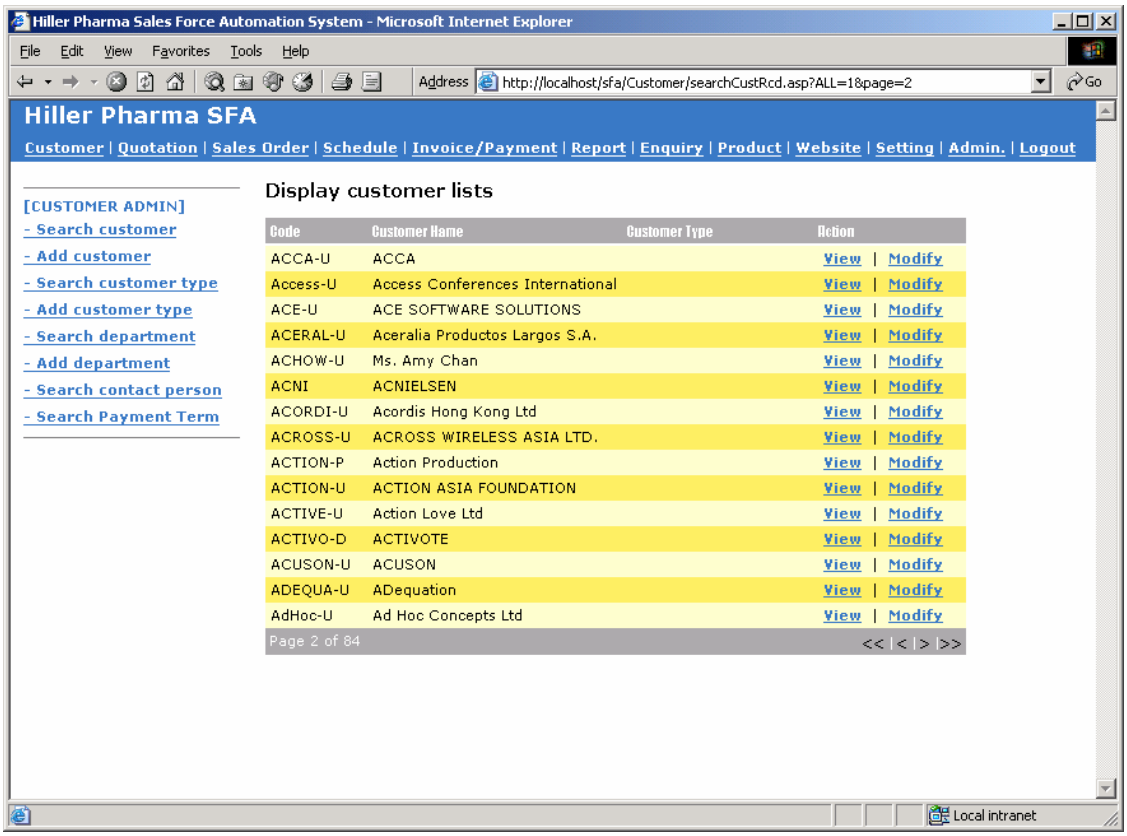
Customer

Search Customer

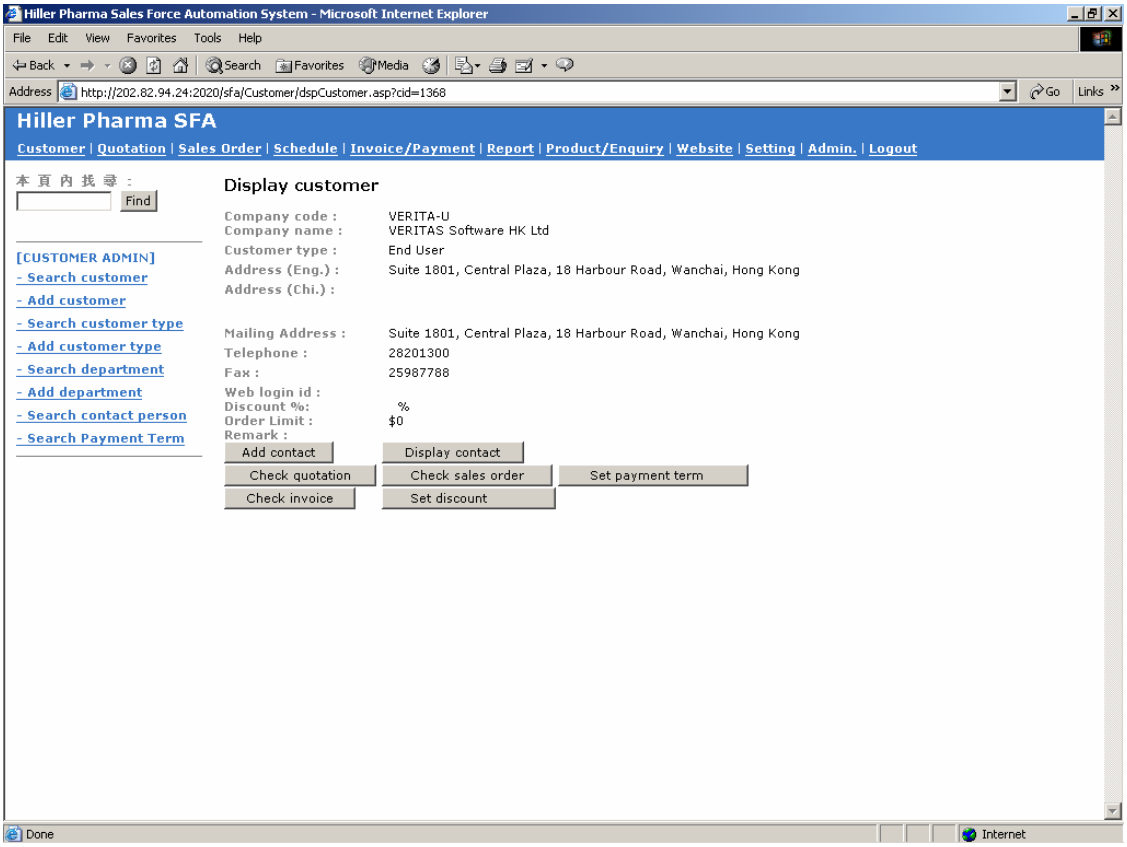

Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://localhost/sfa/Customer/search.asp
Go
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Enquiry | Product | Website | Setting | Admin. | Logout
[CUSTOMER ADMIN]
- Search customer
- Add customer
- Search customer type
- Add customer type
- Search department
- Add department
- Search contact person
- Search Payment Term
Search customer
Company name :
Customer type :
-- Please select the customer type --
Search
Reset
+ Display ALL customers
Local intranet

Company name – Keyword search on company name
Customer type – Restrict to the type of customer for display
Display all customers – List all the customers

Search Customer Result


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://localhost/sfa/Customer/searchCustRcd.asp?ALL=1&page=2
Go
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Enquiry | Product | Website | Setting | Admin. | Logout
[CUSTOMER ADMIN]
- Search customer
- Add customer
- Search customer type
- Add customer type
- Search department
- Add department
- Search contact person
- Search Payment Term
Display customer lists
Code | Customer Name | Customer Type | Action
ACCA-U | ACCA | View | Modify
Access-U | Access Conferences International | View | Modify
ACE-U | ACE SOFTWARE SOLUTIONS | View | Modify
ACERAL-U | Aceralia Productos Largos S.A. | View | Modify
ACHOW-U | Ms. Amy Chan | View | Modify
ACNI | ACNIELSEN | View | Modify
ACORDI-U | Acordis Hong Kong Ltd | View | Modify
ACROSS-U | ACROSS WIRELESS ASIA LTD. | View | Modify
ACTION-P | Action Production | View | Modify
ACTION-U | ACTION ASIA FOUNDATION | View | Modify
ACTIVE-U | Action Love Ltd | View | Modify
ACTIVO-D | ACTIVOTE | View | Modify
ACUSON-U | ACUSON | View | Modify
ADEQUA-U | ADequation | View | Modify
AdHoc-U | Ad Hoc Concepts Ltd | View | Modify
Page 2 of 84
<< | < | > | >>
Local intranet

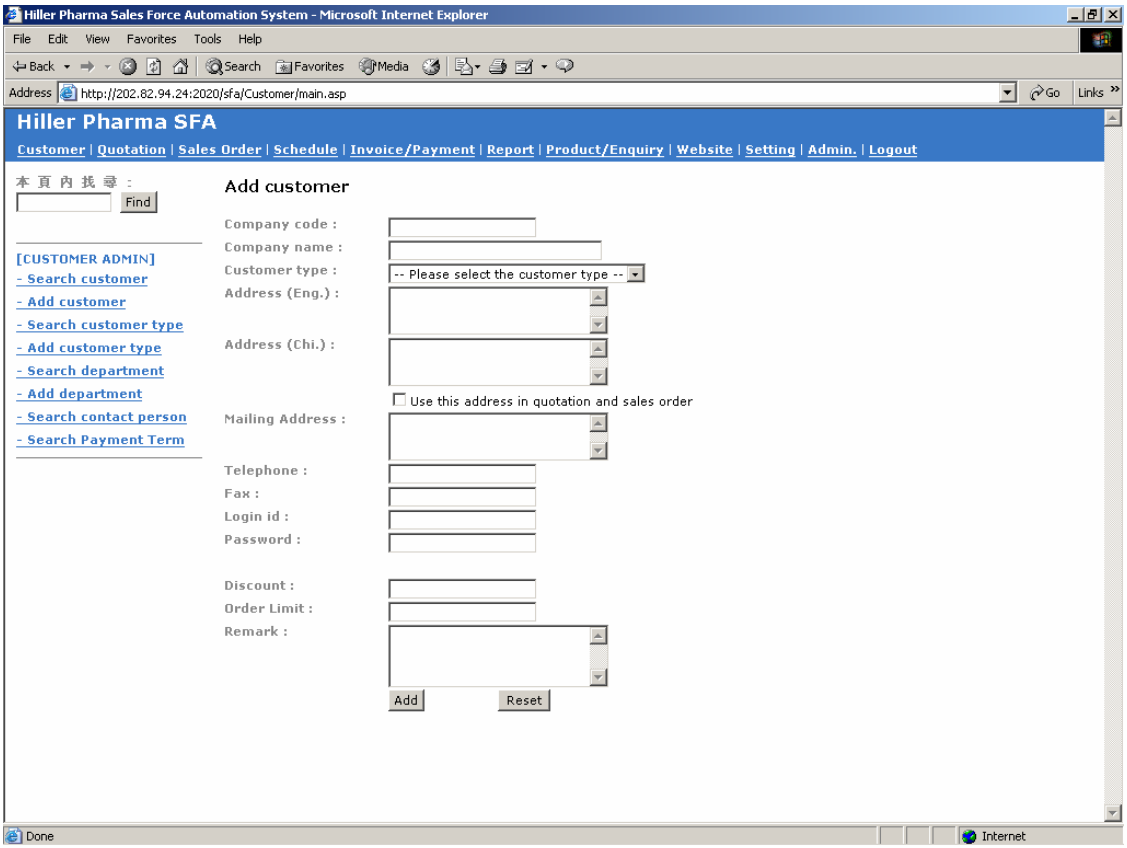
Click view to display the detail of select customer and access to all other function available or click modify to update customer detail.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Customer/dspCustomer.asp?cid=1368
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[CUSTOMER ADMIN]
- Search customer
- Add customer
- Search customer type
- Add customer type
- Search department
- Add department
- Search contact person
- Search Payment Term
Display customer
Company code : VERITA-U
Company name : VERITAS Software HK Ltd
Customer type : End User
Address (Eng.) : Suite 1801, Central Plaza, 18 Harbour Road, Wanchai, Hong Kong
Address (Chi.) :
Mailing Address : Suite 1801, Central Plaza, 18 Harbour Road, Wanchai, Hong Kong
Telephone : 28201300
Fax : 25987788
Web login id :
Discount %: %
Order Limit : $0
Remark :
Add contact
Display contact
Check quotation
Check sales order
Set payment term
Check invoice
Set discount
Done
Internet

After clicked the view, the other options for the selected customer should be available.

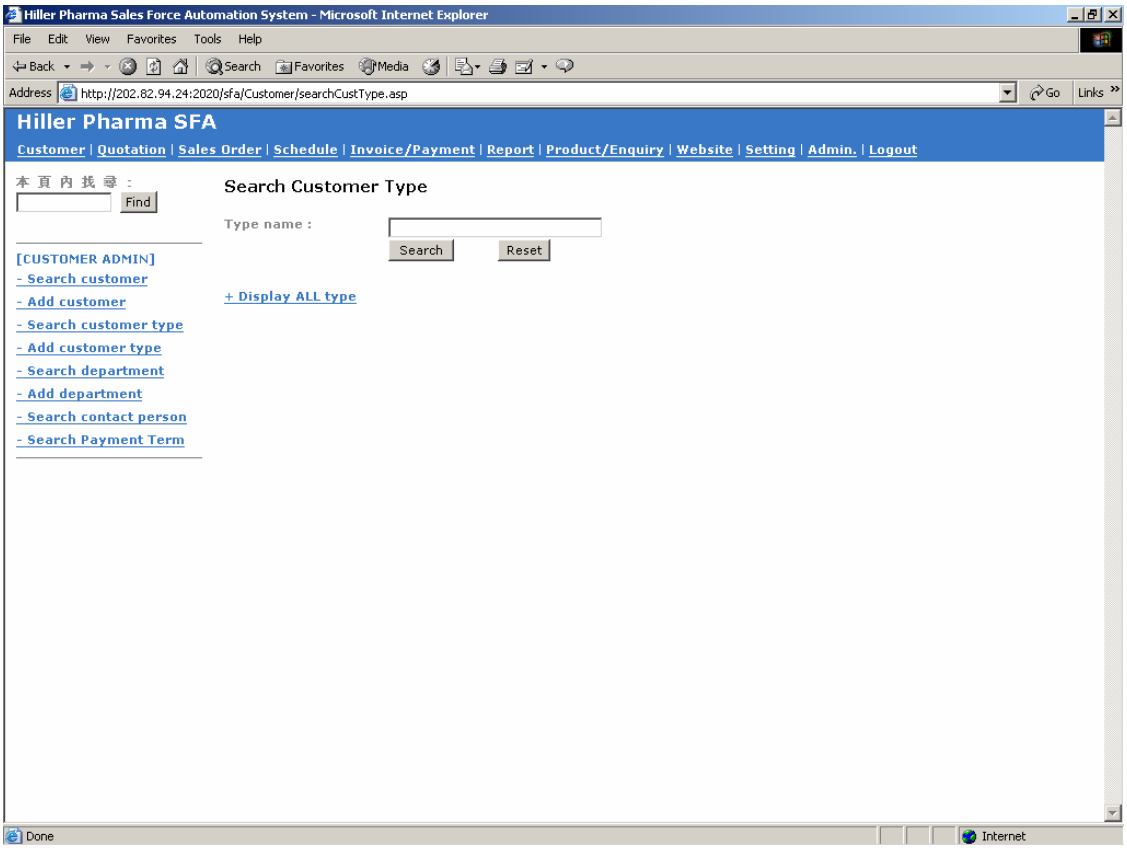
Add Contact – Add new contact person detail
Display Contact – List and update all the existing contact person
Check Quotation – List all the quotation created
Check Sales Order – List all the sales order created
Set Payment Term – List and update all the default payment term
Check Invoice – List all the invoice created
Set Discount – List and update all the discount per item

Add Customer



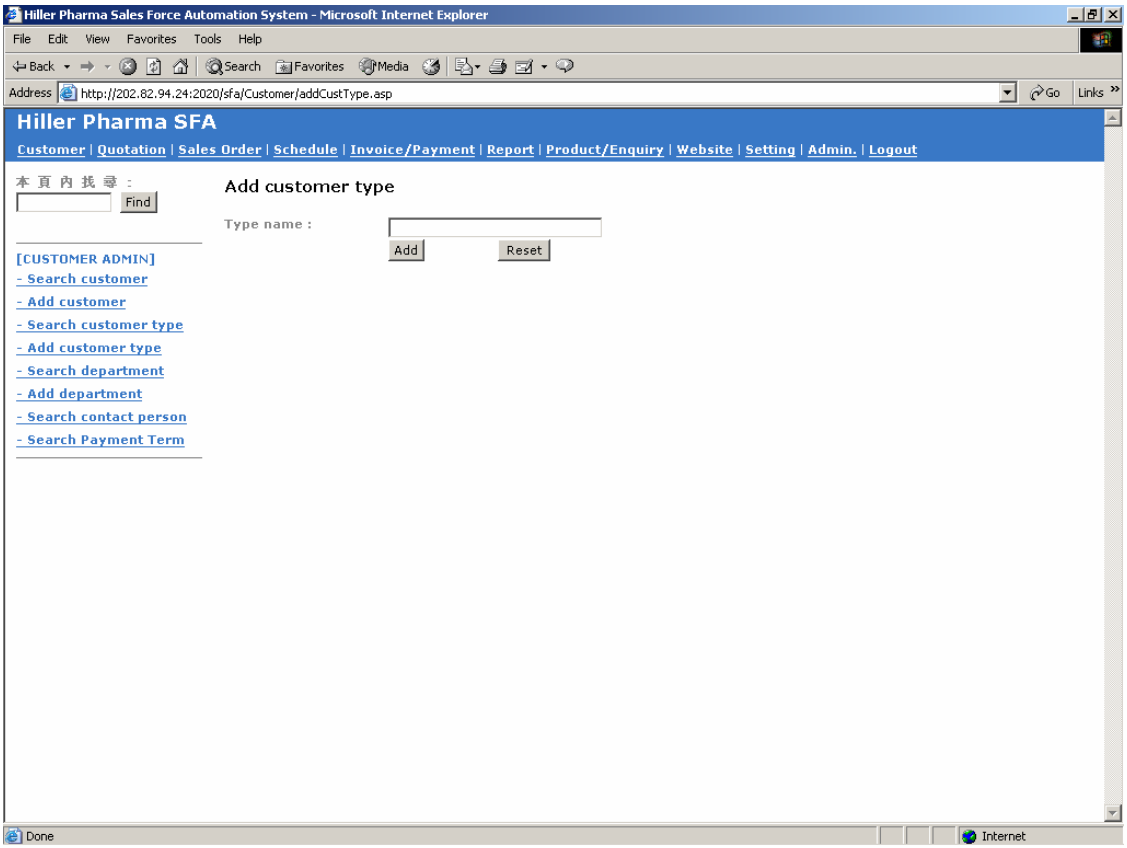
Company code and company name are compulsory fields.

Search Customer Type


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Customer/searchCustType.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[CUSTOMER ADMIN]
- Search customer
- Add customer
- Search customer type
- Add customer type
- Search department
- Add department
- Search contact person
- Search Payment Term
Search Customer Type
Type name :
Search
Reset
+ Display ALL type
Done
Internet

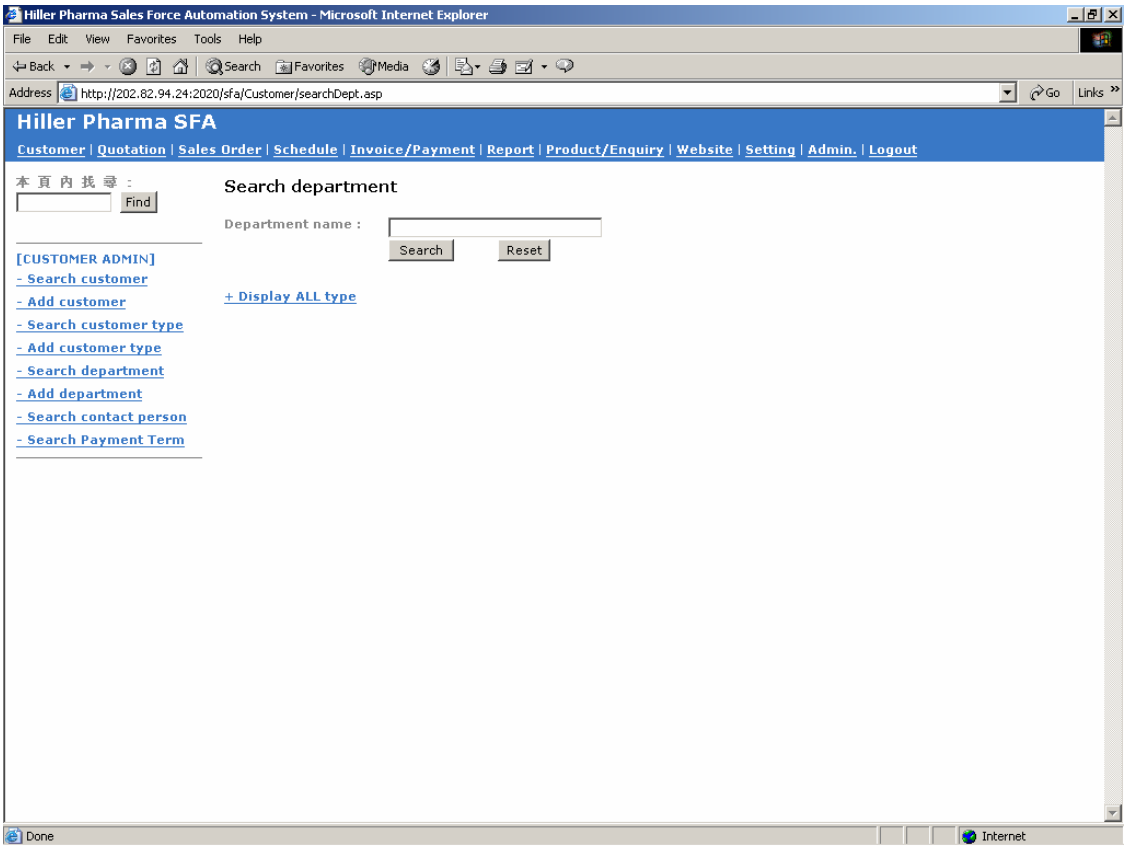
Locate and update all customer type information

Add Customer Type


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Customer/addCustType.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[CUSTOMER ADMIN]
- Search customer
- Add customer
- Search customer type
- Add customer type
- Search department
- Add department
- Search contact person
- Search Payment Term
Add customer type
Type name :
Add
Reset
Done
Internet

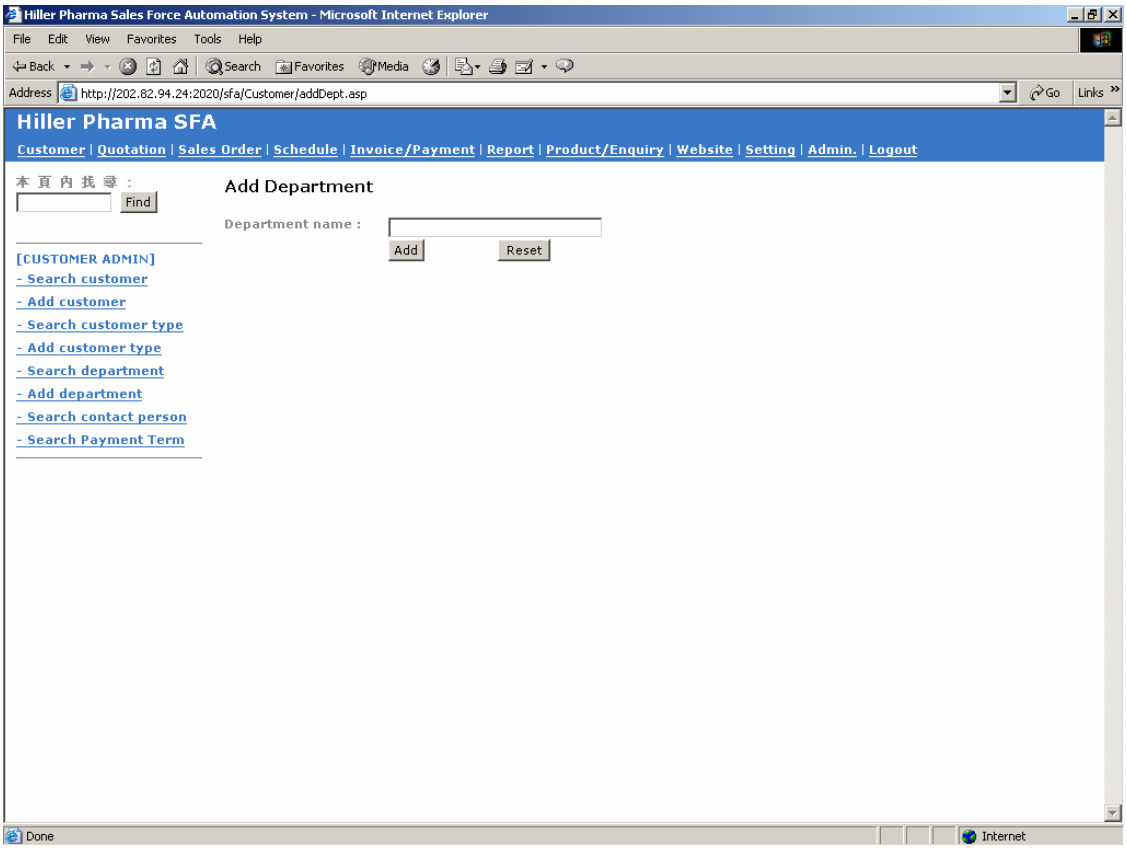
Add the system wide customer type

Search Department


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Customer/searchDept.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[CUSTOMER ADMIN]
- Search customer
- Add customer
- Search customer type
- Add customer type
- Search department
- Add department
- Search contact person
- Search Payment Term
Search department
Department name :
Search
Reset
+ Display ALL type
Done
Internet

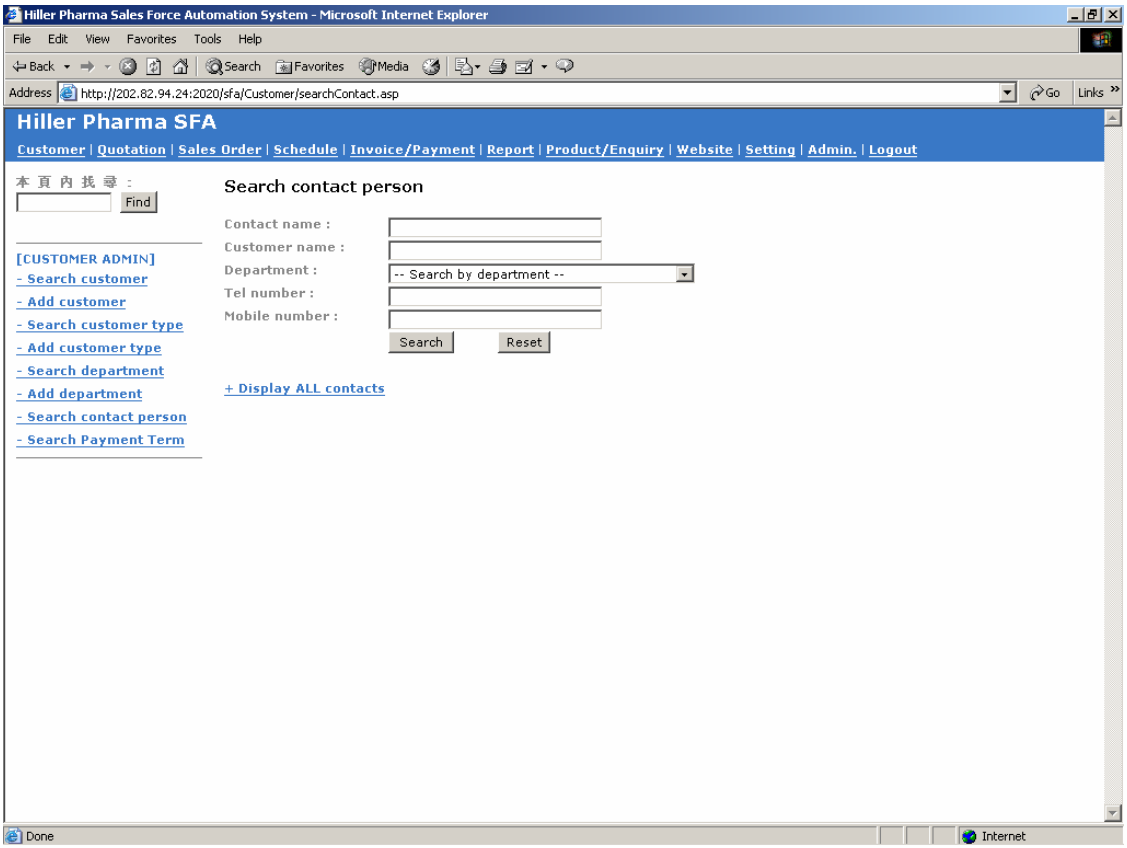
Locate and update all the departments

Add Department


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Customer/addDept.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[CUSTOMER ADMIN]
- Search customer
- Add customer
- Search customer type
- Add customer type
- Search department
- Add department
- Search contact person
- Search Payment Term
Add Department
Department name :
Add
Reset
Done
Internet

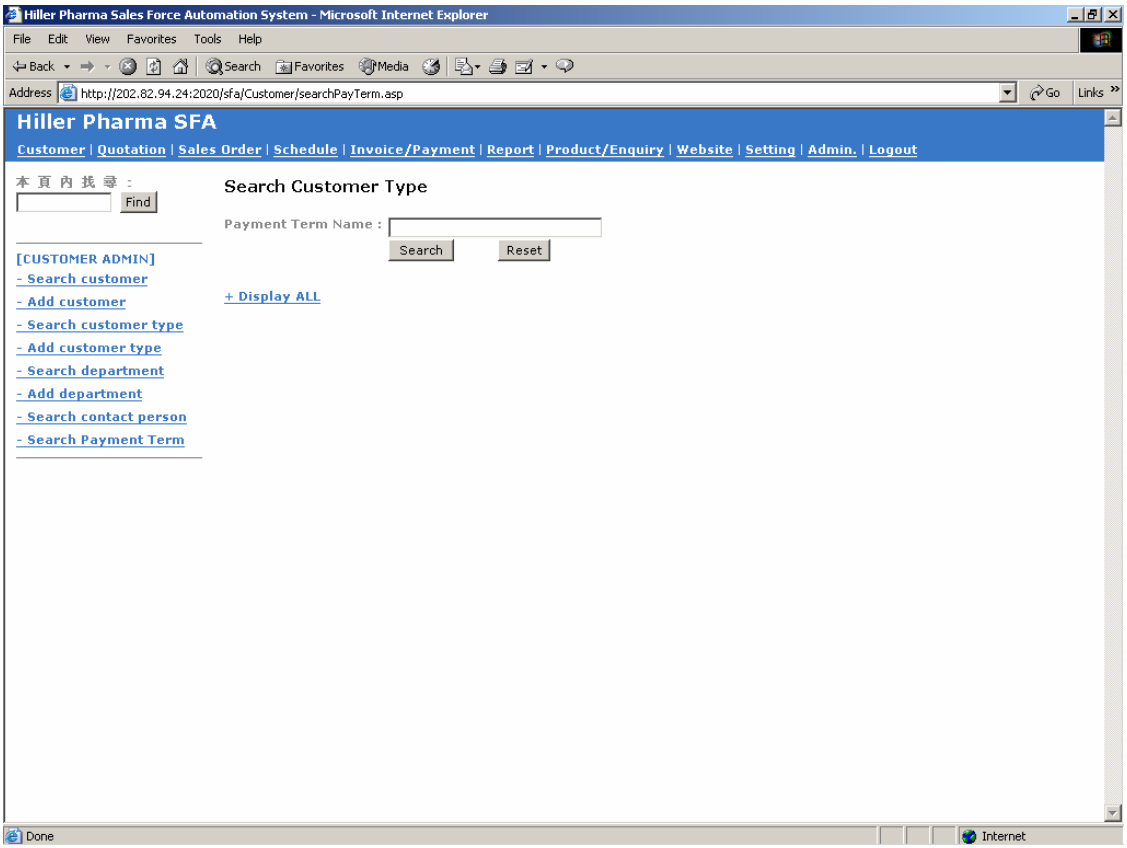
Add the system wide department

Search Contact Person



Locate and update all contact person details

Search Payment Term

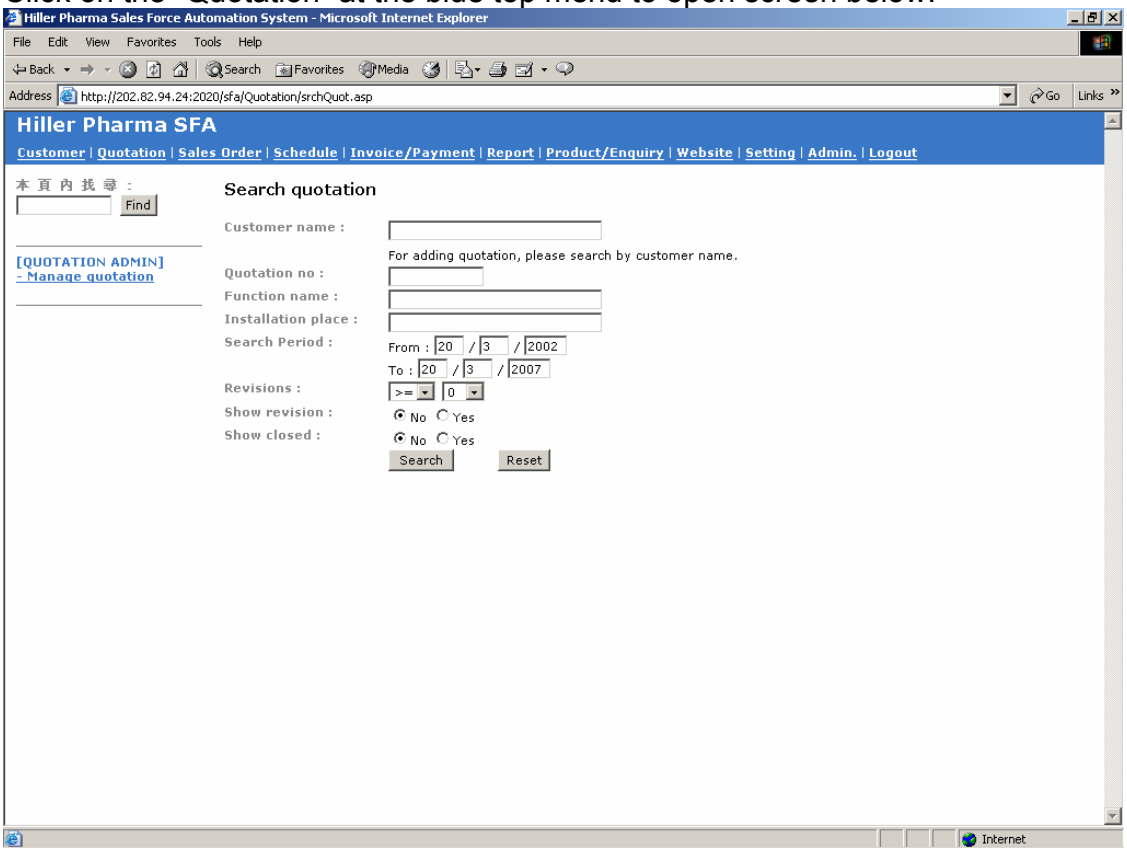

Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Customer/searchPayTerm.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[CUSTOMER ADMIN]
- Search customer
- Add customer
- Search customer type
- Add customer type
- Search department
- Add department
- Search contact person
- Search Payment Term
Search Customer Type
Payment Term Name :
Search
Reset
+ Display ALL
Done
Internet

Locate, add and update system wide payment term setting

Quotation

Search Quotation

Click on the “Quotation” at the blue top menu to open screen below.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Quotation/srchQuot.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本頁內找尋 :
Find
[QUOTATION ADMIN]
- Manage quotation
Search quotation
Customer name :
For adding quotation, please search by customer name.
Quotation no :
Function name :
Installation place :
Search Period :
From : 20 / 3 / 2002
To : 20 / 3 / 2007
Revisions :
>= 0
Show revision : No Yes
Show closed : No Yes
Search
Reset
Internet

This is the starting page of quotation operation. For each operation, the respective quotation should be searched for processing first, except add new quotation. The search field criteria are combined in “AND” condition. For example, if function name and month are both entered, the result should return result that matched both the criteria.

Customer name – Keyword search for the customer company name. **Add quotation function is only available by searching customer name first**.

Quotation no. – e.g. 1234

Function name, installation place – Keyword search for function name and installation place.

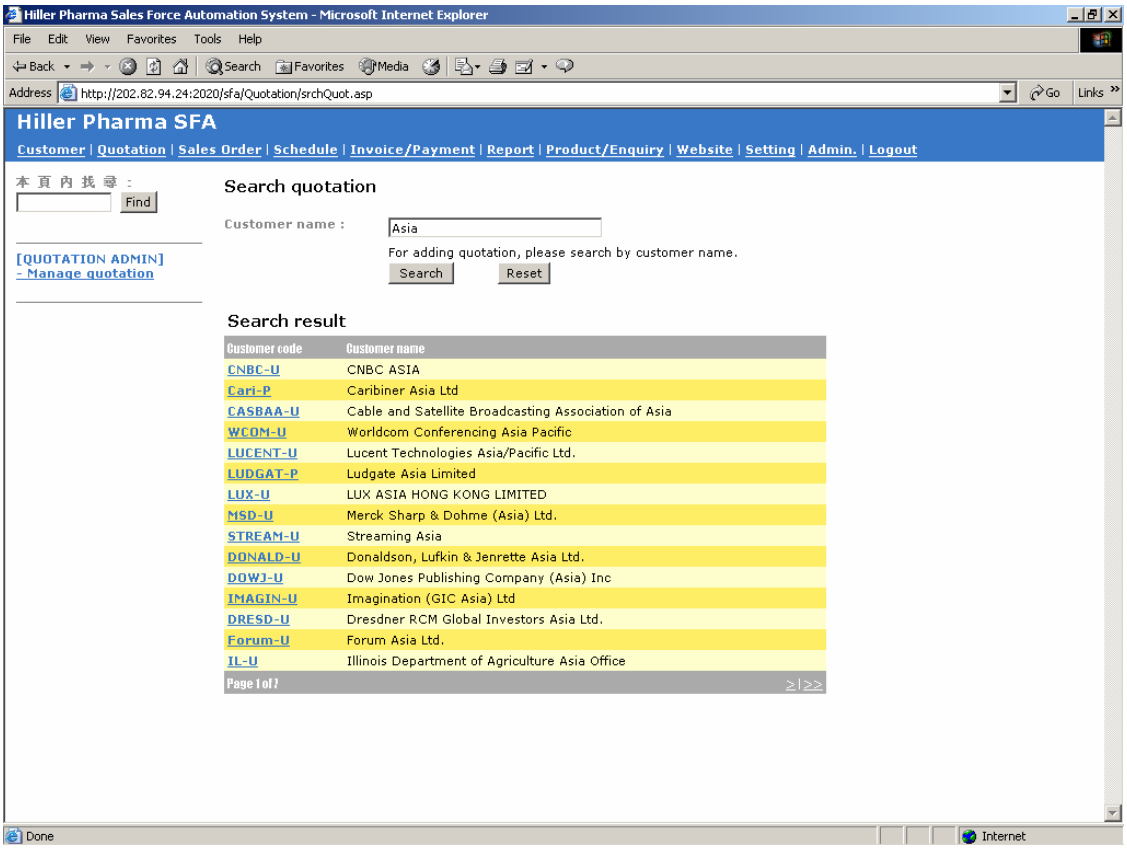
Month – Quotation date within the month period

Revisions – Quotation revision no.

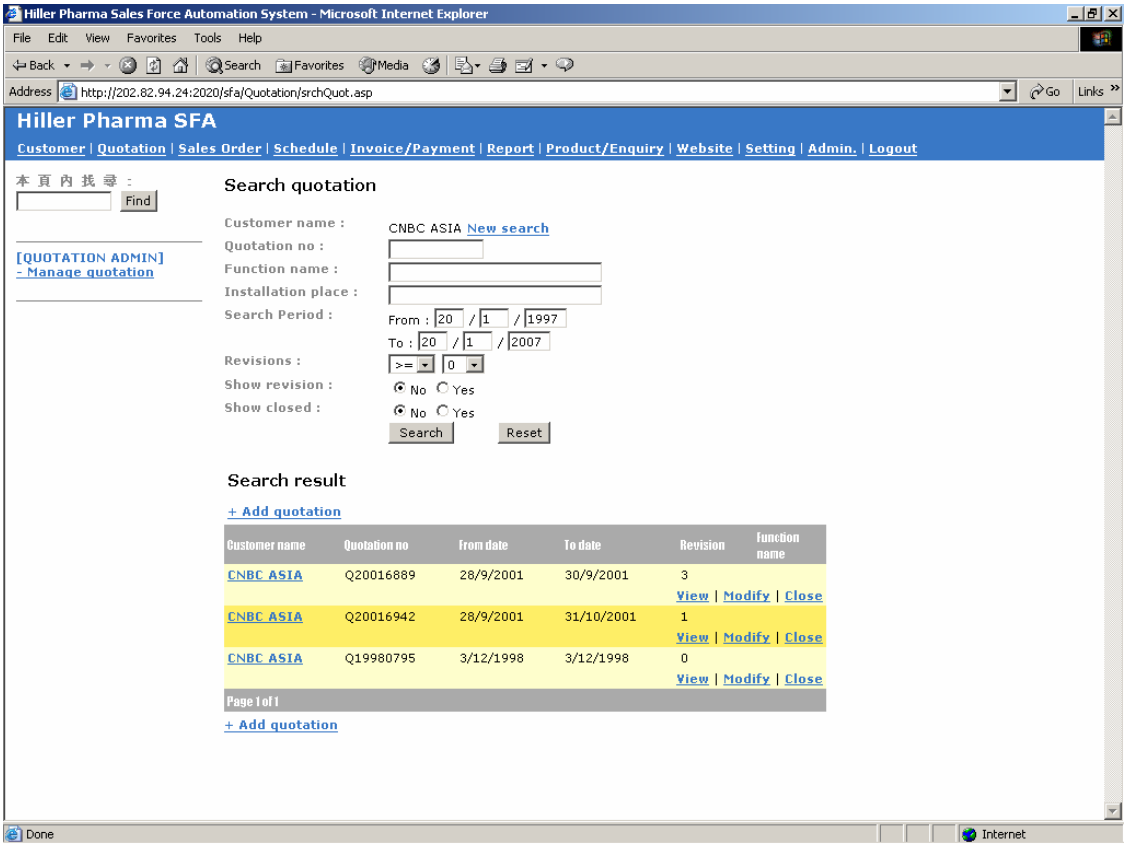
Show revision – Show latest revision only or show all revision

Show closed – Show active quotation or closed quotation

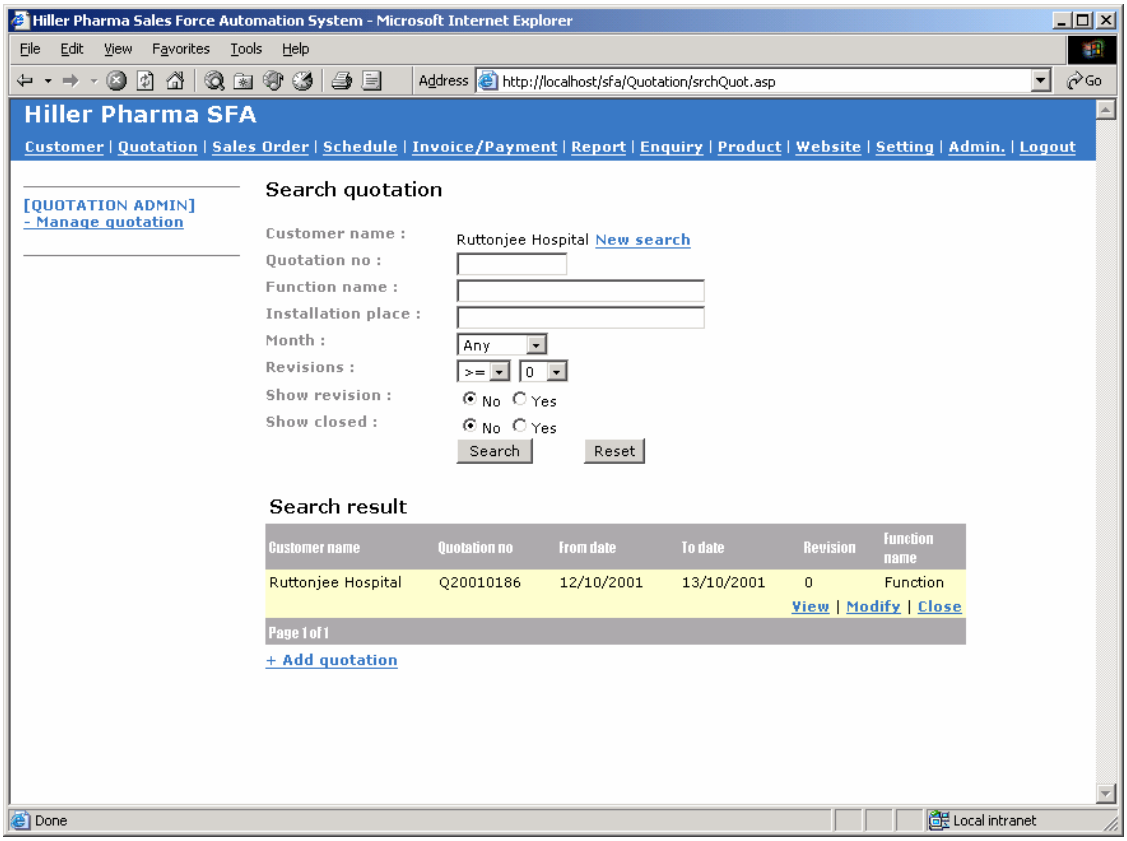
Search Quotation Result



Search by Customer Name


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Quotation/srchQuot.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[QUOTATION ADMIN]
- Manage quotation
Search quotation
Customer name : CNBC ASIA New search
Quotation no :
Function name :
Installation place :
Search Period : From : 20 / 1 / 1997
To : 20 / 1 / 2007
Revisions : >= 0
Show revision : No Yes
Show closed : No Yes
Search Reset
Search result
+ Add quotation
Customer name | Quotation no | From date | To date | Revision | Function name
CNBC ASIA | Q20016889 | 28/9/2001 | 30/9/2001 | 3 | View | Modify | Close
CNBC ASIA | Q20016942 | 28/9/2001 | 31/10/2001 | 1 | View | Modify | Close
CNBC ASIA | Q19980795 | 3/12/1998 | 3/12/1998 | 0 | View | Modify | Close
Page 1 of 1
+ Add quotation
Done
Internet

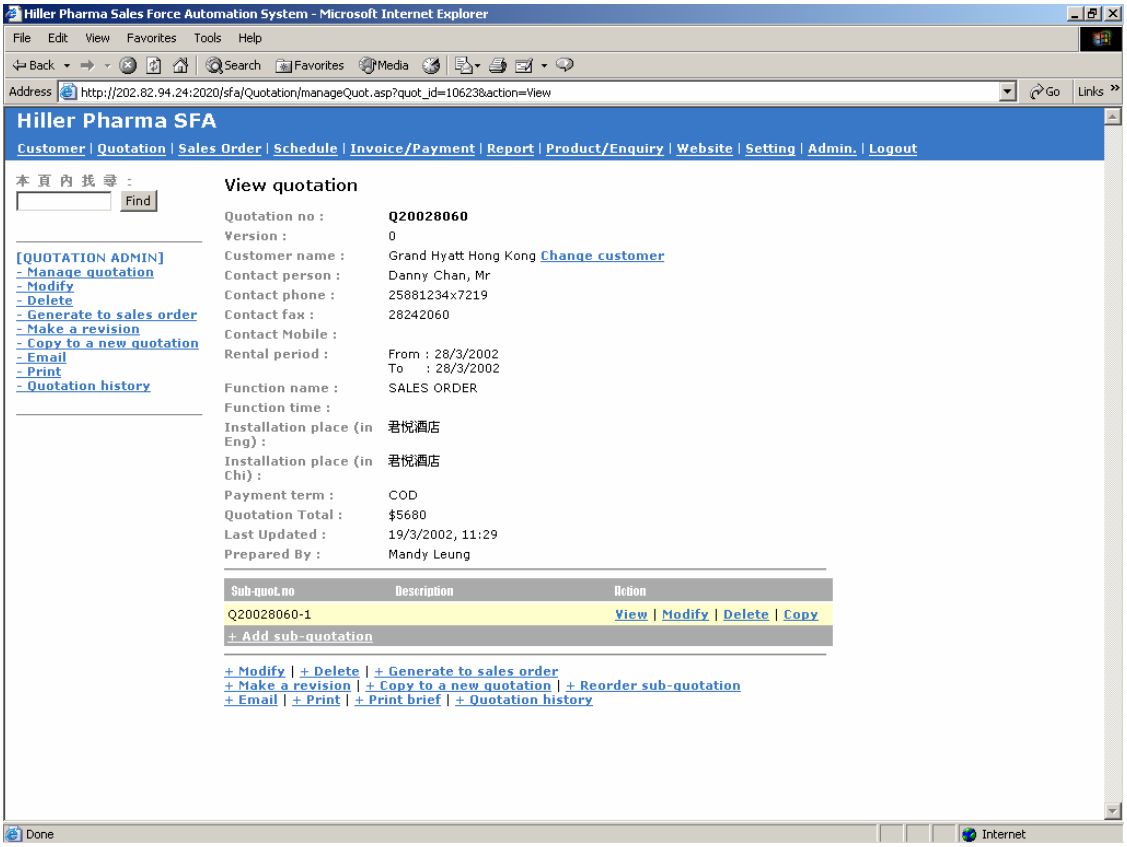
Search with default criteria



Only search by customer name first would give the option of add quotation at the bottom.

Manage Quotation

After finding the quotation in the search, either click “View” or “Modify”. The following screen should appear.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://202.82.94.24:2020/sfa/Quotation/manageQuot.asp?quot_id=10623&action=View
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[QUOTATION ADMIN]
- Manage quotation
- Modify
- Delete
- Generate to sales order
- Make a revision
- Copy to a new quotation
- Email
- Print
- Quotation history
View quotation
Quotation no : Q20028060
Version : 0
Customer name : Grand Hyatt Hong Kong Change customer
Contact person : Danny Chan, Mr
Contact phone : 25881234x7219
Contact fax : 28242060
Contact Mobile :
Rental period : From : 28/3/2002
To : 28/3/2002
Function name : SALES ORDER
Function time :
Installation place (in Eng) : 君悦酒店
Installation place (in Chi) : 君悦酒店
Payment term : COD
Quotation Total : $5680
Last Updated : 19/3/2002, 11:29
Prepared By : Mandy Leung
Sub-quot.no
Description
Action
Q20028060-1
View | Modify | Delete | Copy
+ Add sub-quotation
+ Modify | + Delete | + Generate to sales order
+ Make a revision | + Copy to a new quotation | + Reorder sub-quotation
+ Email | + Print | + Print brief | + Quotation history
Done
Internet

The quotation detail is shown at the top. The sub-quotation information is in the middle. All the other actions are listed at the left hand side menu and at the bottom.

All the different actions will be explained below.

Modify – Update all the quotation header detail like rental period or function name

Delete – Remove the quotation from the system permanently and the quotation number cannot be reused.

Generate to sales order – Create a new sales order with same information of current quotation

Make a revision – Create a revision copy of current quotation

Copy to a new quotation – Create a new quotation with the same information of current quotation

Email – Send out email with the quotation sent as attachment as both RTF and Excel format.

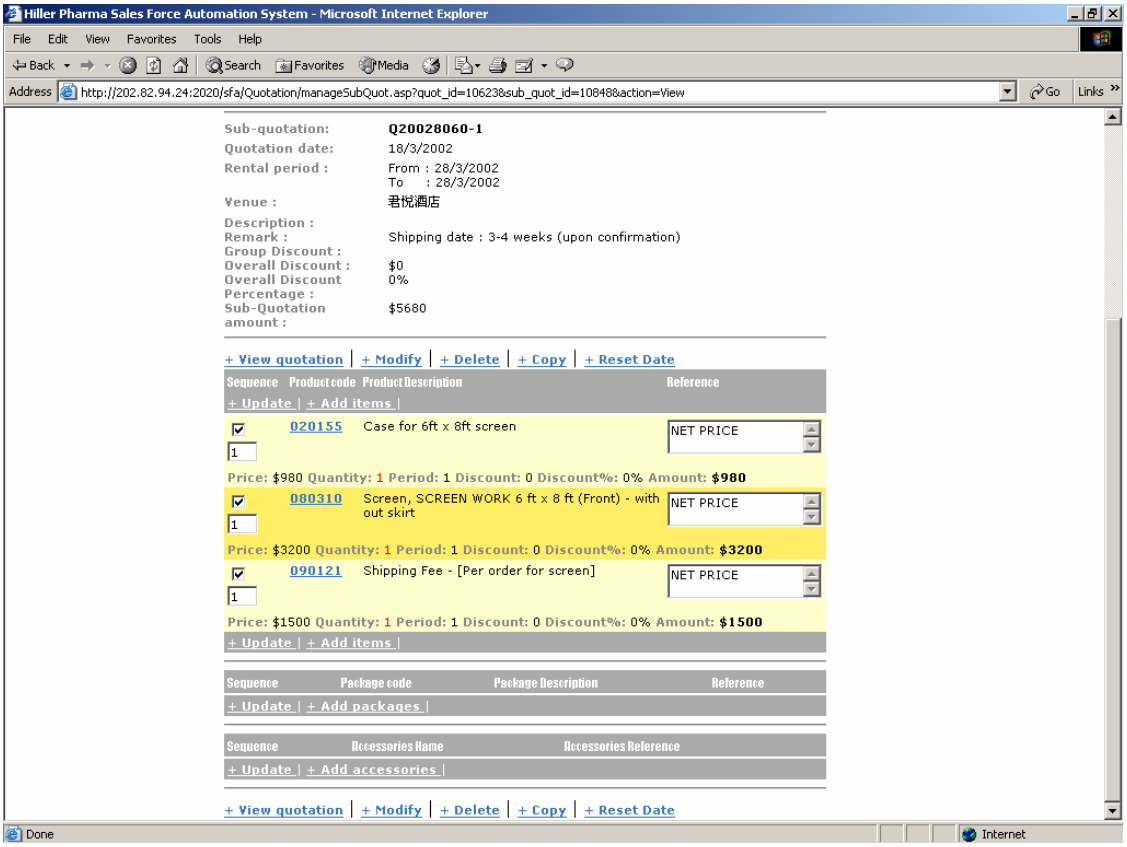
Print – Preview and print quotation

Quotation History – Show all quotation made by the customer of current quotation

Change Customer – Change the current quotation to another customer account

Manage Sub-Quotation

Each quotation must have at least one sub-quotation.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Quotation/manageSubQuot.asp?quot_id=10623&sub_quot_id=10848&action=View
Go Links
Sub-quotation: Q20028060-1
Quotation date: 18/3/2002
Rental period : From : 28/3/2002 To : 28/3/2002
Venue : 君悦酒店
Description :
Remark : Shipping date : 3-4 weeks (upon confirmation)
Group Discount :
Overall Discount : $0
Overall Discount Percentage : 0%
Sub-Quotation amount : $5680
+ View quotation | + Modify | + Delete | + Copy | + Reset Date
Sequence Product code Product Description Reference
+ Update | + Add items |
020155 Case for 6ft x 8ft screen NET PRICE
Price: $980 Quantity: 1 Period: 1 Discount: 0 Discount%: 0% Amount: $980
080310 Screen, SCREEN WORK 6 ft x 8 ft (Front) - with out skirt NET PRICE
Price: $3200 Quantity: 1 Period: 1 Discount: 0 Discount%: 0% Amount: $3200
090121 Shipping Fee - [Per order for screen] NET PRICE
Price: $1500 Quantity: 1 Period: 1 Discount: 0 Discount%: 0% Amount: $1500
+ Update | + Add items |
Sequence Package code Package Description Reference
+ Update | + Add packages |
Sequence Accessories Name Accessories Reference
+ Update | + Add accessories |
+ View quotation | + Modify | + Delete | + Copy | + Reset Date
Done
Internet

Quotation information is shown at the top. The following is sub-quotation information. The three gray sections are item, package and accessories within the quotation.

View quotation – Back to the view quotation

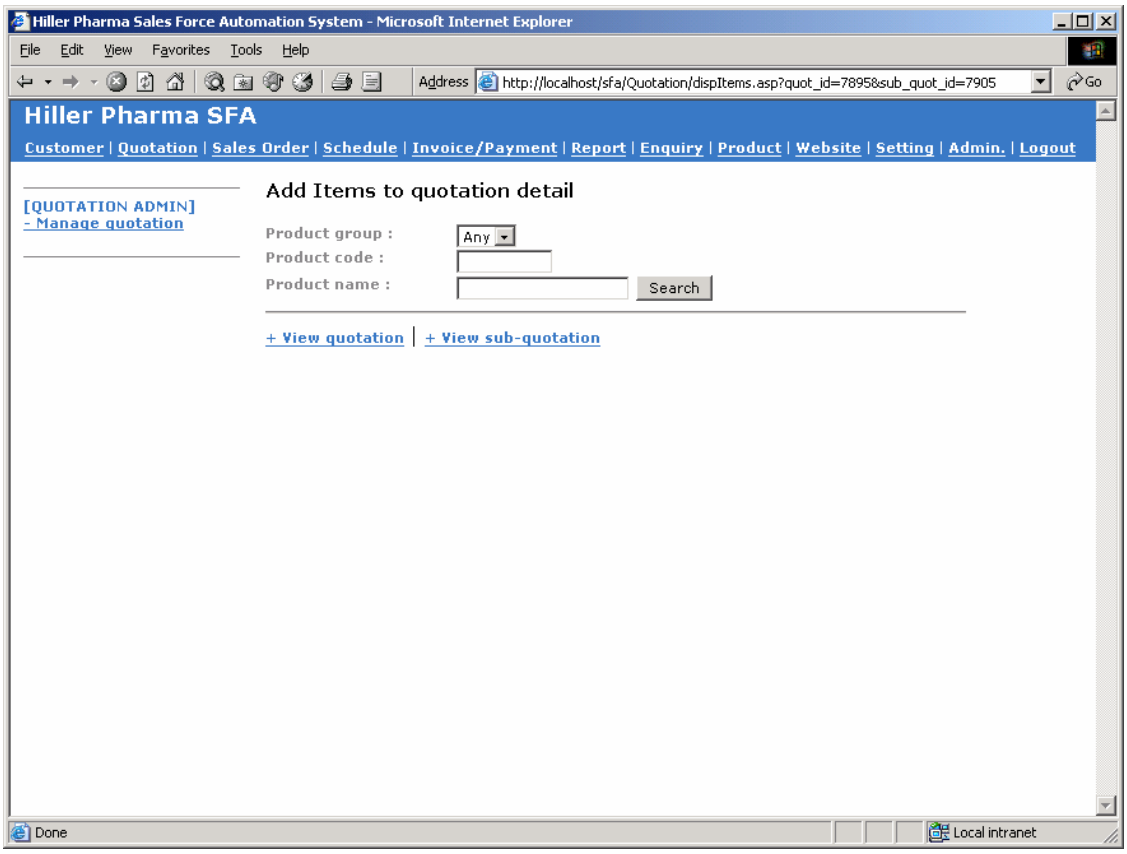
Modify – Update all the sub-quotation detail

Delete - Remove the sub-quotation from the system permanently

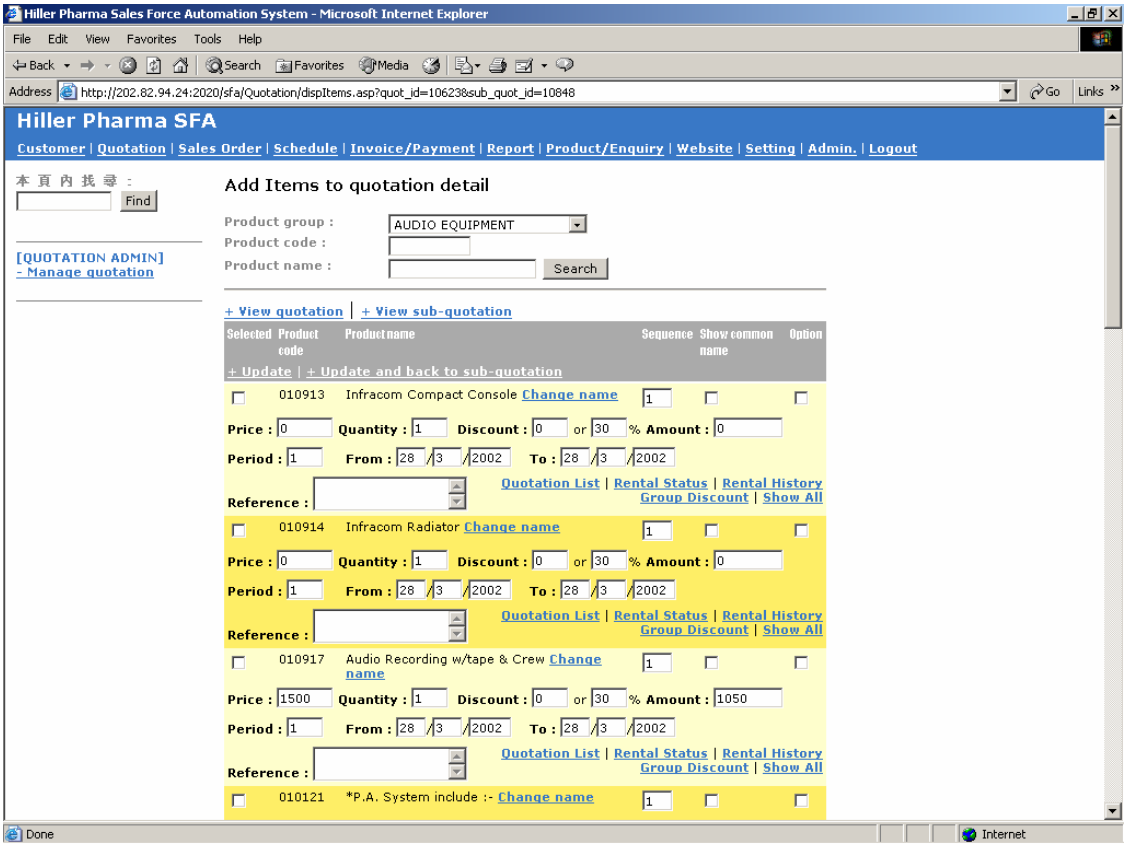
Copy - Create a new sub-quotation with the same information of current sub-quotation you select to copy.

Reset date – Reset the rental period of all items including items, packages and accessories in detail.

Add Item to sub-quotation


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://localhost/sfa/Quotation/dispItems.asp?quot_id=7895&sub_quot_id=7905
Go
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Enquiry | Product | Website | Setting | Admin. | Logout
[QUOTATION ADMIN]
- Manage quotation
Add Items to quotation detail
Product group : Any
Product code :
Product name : Search
+ View quotation | + View sub-quotation
Done
Local intranet

Search item by product group, product code or product name
Product code – Exact match required
Product name – Keyword search


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://202.82.94.24:2020/sfa/Quotation/dispItems.asp?quot_id=10623&sub_quot_id=10848
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[QUOTATION ADMIN]
- Manage quotation
Add Items to quotation detail
Product group : AUDIO EQUIPMENT
Product code :
Product name :
Search
+ View quotation | + View sub-quotation
Selected Product code Product name Sequence Show common name Option
+ Update | + Update and back to sub-quotation
010913 Infracom Compact Console Change name
Price : 0 Quantity : 1 Discount : 0 or 30 % Amount : 0
Period : 1 From : 28 /3 /2002 To : 28 /3 /2002
Reference :
Quotation List | Rental Status | Rental History
Group Discount | Show All
010914 Infracom Radiator Change name
Price : 0 Quantity : 1 Discount : 0 or 30 % Amount : 0
Period : 1 From : 28 /3 /2002 To : 28 /3 /2002
Reference :
Quotation List | Rental Status | Rental History
Group Discount | Show All
010917 Audio Recording w/tape & Crew Change name
Price : 1500 Quantity : 1 Discount : 0 or 30 % Amount : 1050
Period : 1 From : 28 /3 /2002 To : 28 /3 /2002
Reference :
Quotation List | Rental Status | Rental History
Group Discount | Show All
010121 *P.A. System include :- Change name
Done
Internet

Tick the checkbox and fill in all the detail in order to add the item. Click “Update” to commit the change.

Change name – Rename the item and add to quotation. (note: once the item is selected to add in the quotation detail, the function for change name is not allowed.)

Quotation List – List all the quotation that has included the selected item

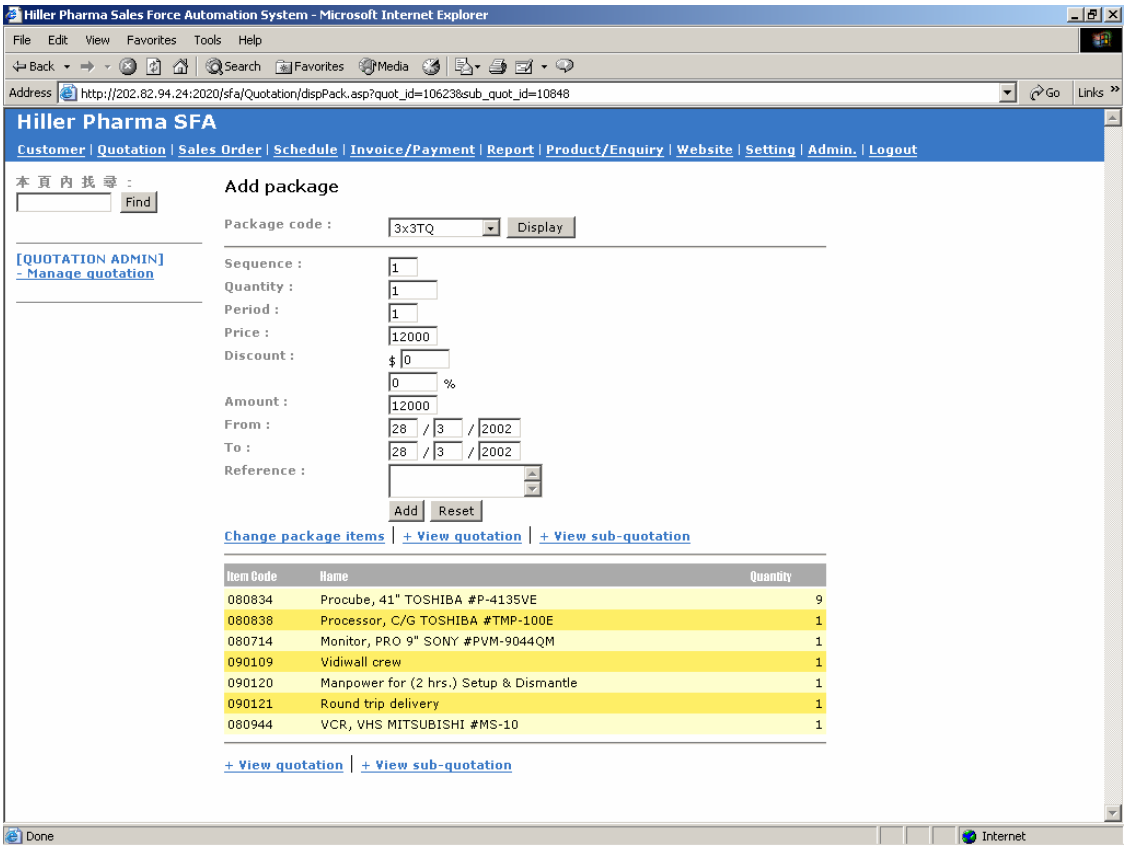
Rental Status – List all the sales order that has included the selected item

Rental History – List all the invoices that has included the selected item

Show All – Open quotation list, rental status and rental history at the same time

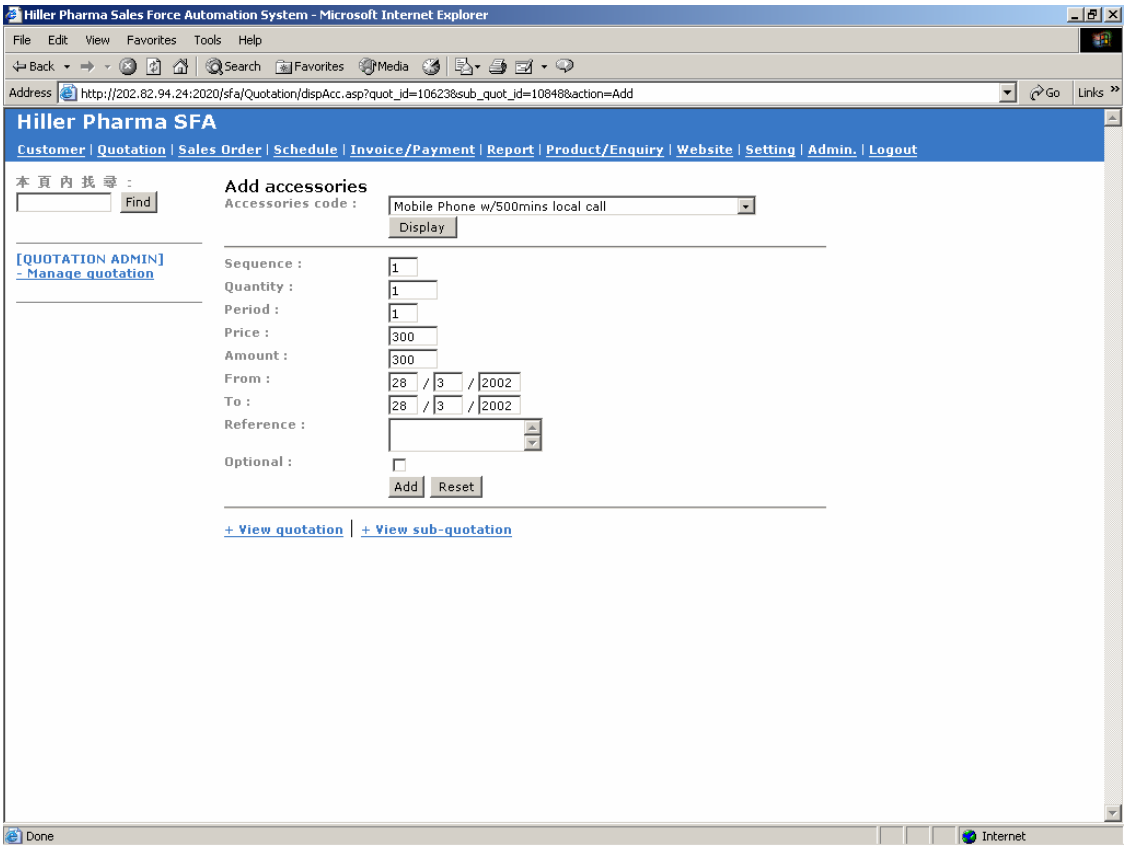
Group Discount – Define the group discount for specific product group for this sub-quotation.

Add Package to sub-quotation


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Quotation/dispPack.asp?quot_id=10623&sub_quot_id=10848
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[QUOTATION ADMIN]
- Manage quotation
Add package
Package code : 3x3TQ Display
Sequence : 1
Quantity : 1
Period : 1
Price : 12000
Discount : $ 0
0 %
Amount : 12000
From : 28 / 3 / 2002
To : 28 / 3 / 2002
Reference :
Add Reset
Change package items | + View quotation | + View sub-quotation
Item Code Name Quantity
080834 Procube, 41" TOSHIBA #P-4135VE 9
080838 Processor, C/G TOSHIBA #TMP-100E 1
080714 Monitor, PRO 9" SONY #PVM-9044QM 1
090109 Vidiwall crew 1
090120 Manpower for (2 hrs.) Setup & Dismantle 1
090121 Round trip delivery 1
080944 VCR, VHS MITSUBISHI #MS-10 1
+ View quotation | + View sub-quotation
Done
Internet

Select the package from the top drop down and input all the required information. The list at the bottom shows the items included in the package.
Change package items – Allow to change package code, package name, price, amount and description for the specific quotation. It also allows to add/modify/remove the package detail (but it doesn't allow modifying the item name)

Add Accessories to sub-quotation

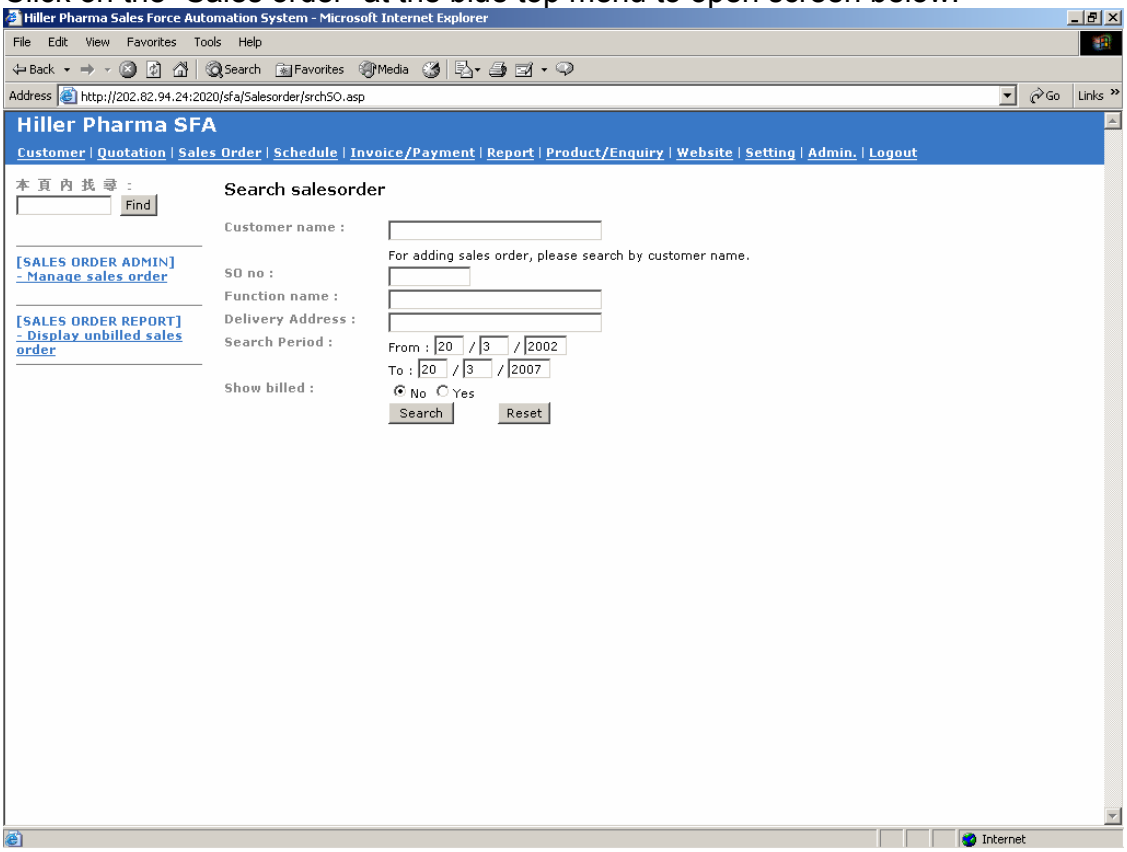

Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Quotation/dispAcc.asp?quot_id=106238&sub_quot_id=10848&action=Add
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[QUOTATION ADMIN]
- Manage quotation
Add accessories
Accessories code :
Mobile Phone w/500mins local call
Display
Sequence : 1
Quantity : 1
Period : 1
Price : 300
Amount : 300
From : 28 / 3 / 2002
To : 28 / 3 / 2002
Reference :
Optional :
Add Reset
+ View quotation | + View sub-quotation
Done
Internet

Select the accessories from the top drop down and input all the required information.

Sales Order

Search Sales Order

Click on the “Sales order” at the blue top menu to open screen below.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Salesorder/srchSO.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SALES ORDER ADMIN]
- Manage sales order
[SALES ORDER REPORT]
- Display unbilled sales order
Search salesorder
Customer name :
For adding sales order, please search by customer name.
SO no :
Function name :
Delivery Address :
Search Period :
From : 20 / 3 / 2002
To : 20 / 3 / 2007
Show billed :
No Yes
Search
Reset
Internet

This is the starting page of sales order operation. For each operation, the respective sales order should be searched for processing first, except add new sales order. The search field criteria are combined in “AND” condition. For example, if function name and month are both entered, the result should return result that matched both the criteria.

Customer name – Keyword search for the customer company name. **Add sales order function is only available by searching customer name first**.

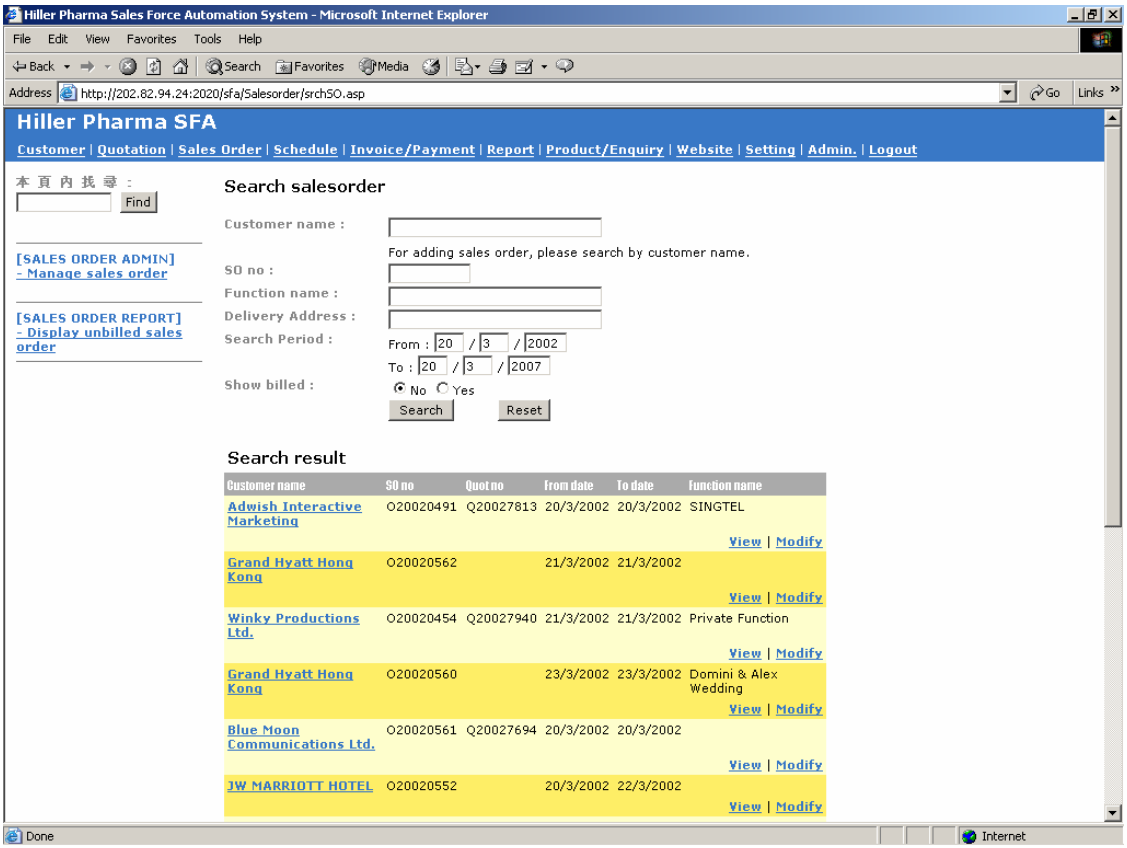
Sales order no. – e.g. 1234

Function name, delivery address – Keyword search for function name and delivery address.

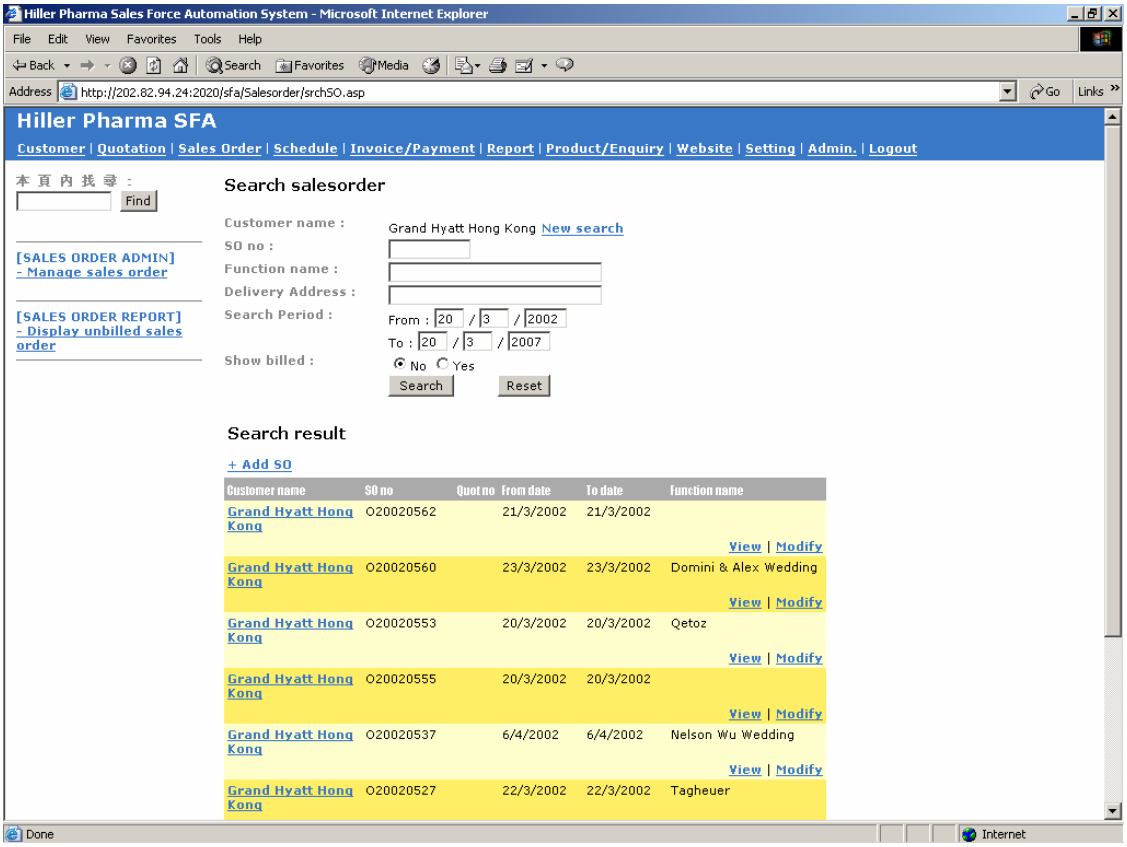
Search period– Sales order date within the month period

Show billed – Either yes or no and the default is unbilled.

Search Sales Order Result


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Salesorder/srchSO.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SALES ORDER ADMIN]
- Manage sales order
[SALES ORDER REPORT]
- Display unbilled sales order
Search salesorder
Customer name :
For adding sales order, please search by customer name.
SO no :
Function name :
Delivery Address :
Search Period :
From : 20 / 3 / 2002
To : 20 / 3 / 2007
Show billed :
No Yes
Search
Reset
Search result
Customer name | SO no | Quot no | From date | To date | Function name
Adwish Interactive Marketing | O20020491 | Q20027813 | 20/3/2002 | 20/3/2002 | SINGTEL
View | Modify
Grand Hyatt Hong Kong | O20020562 | | 21/3/2002 | 21/3/2002
View | Modify
Winky Productions Ltd. | O20020454 | Q20027940 | 21/3/2002 | 21/3/2002 | Private Function
View | Modify
Grand Hyatt Hong Kong | O20020560 | | 23/3/2002 | 23/3/2002 | Domini & Alex Wedding
View | Modify
Blue Moon Communications Ltd. | O20020561 | Q20027694 | 20/3/2002 | 20/3/2002
View | Modify
JW MARRIOTT HOTEL | O20020552 | | 20/3/2002 | 22/3/2002
View | Modify
Done
Internet

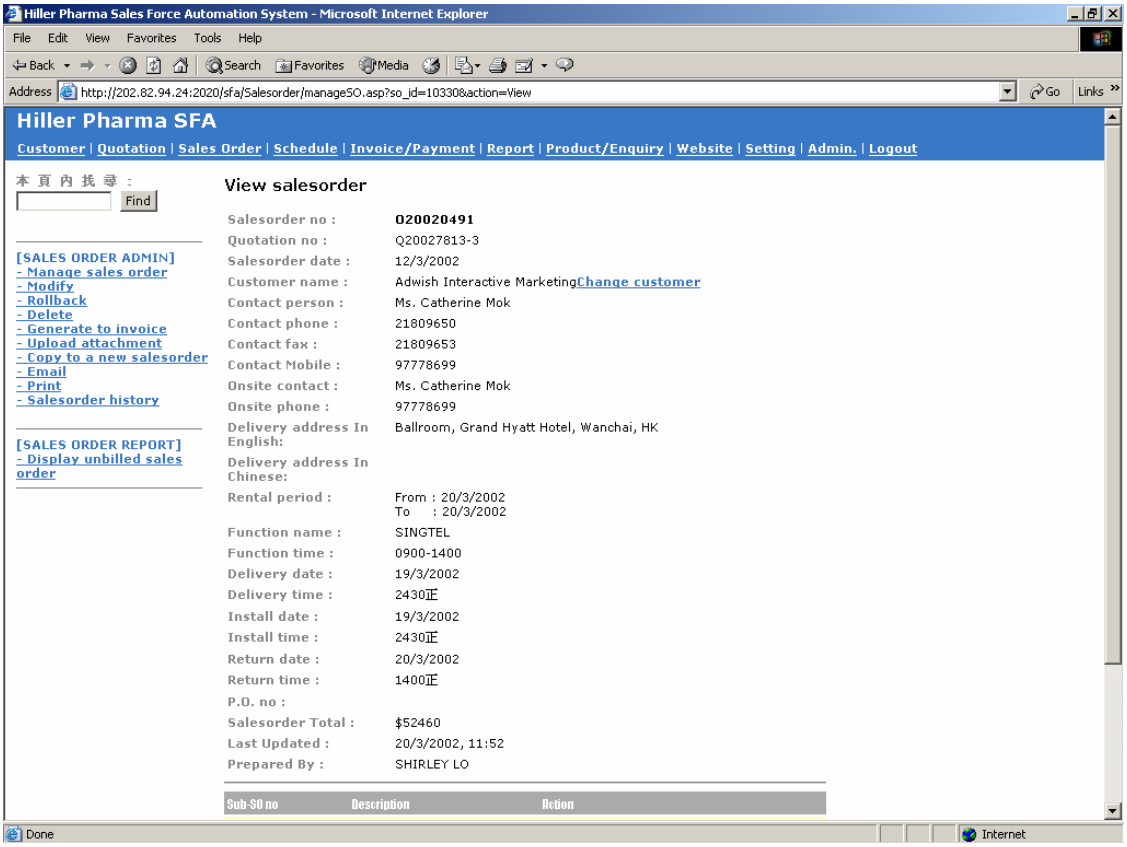
Search with default criteria


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://202.82.94.24:2020/sfa/Salesorder/srchSO.asp
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SALES ORDER ADMIN]
- Manage sales order
[SALES ORDER REPORT]
- Display unbilled sales order
Search salesorder
Customer name : Grand Hyatt Hong Kong New search
SO no :
Function name :
Delivery Address :
Search Period : From : 20 / 3 / 2002
To : 20 / 3 / 2007
Show billed : No Yes
Search Reset
Search result
+ Add SO
Customer name | SO no | Quot no | From date | To date | Function name
Grand Hyatt Hong Kong | O20020562 | | 21/3/2002 | 21/3/2002 | View | Modify
Grand Hyatt Hong Kong | O20020560 | | 23/3/2002 | 23/3/2002 | Domini & Alex Wedding | View | Modify
Grand Hyatt Hong Kong | O20020553 | | 20/3/2002 | 20/3/2002 | Qetoz | View | Modify
Grand Hyatt Hong Kong | O20020555 | | 20/3/2002 | 20/3/2002 | View | Modify
Grand Hyatt Hong Kong | O20020537 | | 6/4/2002 | 6/4/2002 | Nelson Wu Wedding | View | Modify
Grand Hyatt Hong Kong | O20020527 | | 22/3/2002 | 22/3/2002 | Tagheuer
Done
Internet

Only search by customer name first would give the option of add sales order at the bottom.

Manage Sales Order

After found the sales order in the search, either click “View” or “Modify”. The following screen should appear.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://202.82.94.24:2020/sfa/Salesorder/manageSO.asp?so_id=10330&action=View
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SALES ORDER ADMIN]
- Manage sales order
- Modify
- Rollback
- Delete
- Generate to invoice
- Upload attachment
- Copy to a new salesorder
- Email
- Print
- Salesorder history
[SALES ORDER REPORT]
- Display unbilled sales order
View salesorder
Salesorder no : O20020491
Quotation no : Q20027813-3
Salesorder date : 12/3/2002
Customer name : Adwish Interactive MarketingChange customer
Contact person : Ms. Catherine Mok
Contact phone : 21809650
Contact fax : 21809653
Contact Mobile : 97778699
Onsite contact : Ms. Catherine Mok
Onsite phone : 97778699
Delivery address In English: Ballroom, Grand Hyatt Hotel, Wanchai, HK
Delivery address In Chinese:
Rental period : From : 20/3/2002 To : 20/3/2002
Function name : SINGTEL
Function time : 0900-1400
Delivery date : 19/3/2002
Delivery time : 2430正
Install date : 19/3/2002
Install time : 2430正
Return date : 20/3/2002
Return time : 1400正
P.O. no :
Salesorder Total : $52460
Last Updated : 20/3/2002, 11:52
Prepared By : SHIRLEY LO
Sub-SO no
Description
Action
Done
Internet

The sales order detail is shown at the top. The sub-sales order information is in the middle. All the other actions are listed at the left hand side menu and at the bottom.

All the different actions will be explained below.

Modify – Update all the sales order header detail like rental period or function name

Rollback – Rollback current sales order. The sales order no. will be reused.

Delete – Remove the sales order from the system permanently. Thus, the SO number cannot be used again.

Generate to invoice – Create a new invoice with same information of current sales order

Upload attachment – Upload all the attachment files related to the sales order

Copy to a new sales order – Create a new sale orders with the same information of current sales order

Email – Send out email with the sales order sent as attachment

Print – Preview and print sales order

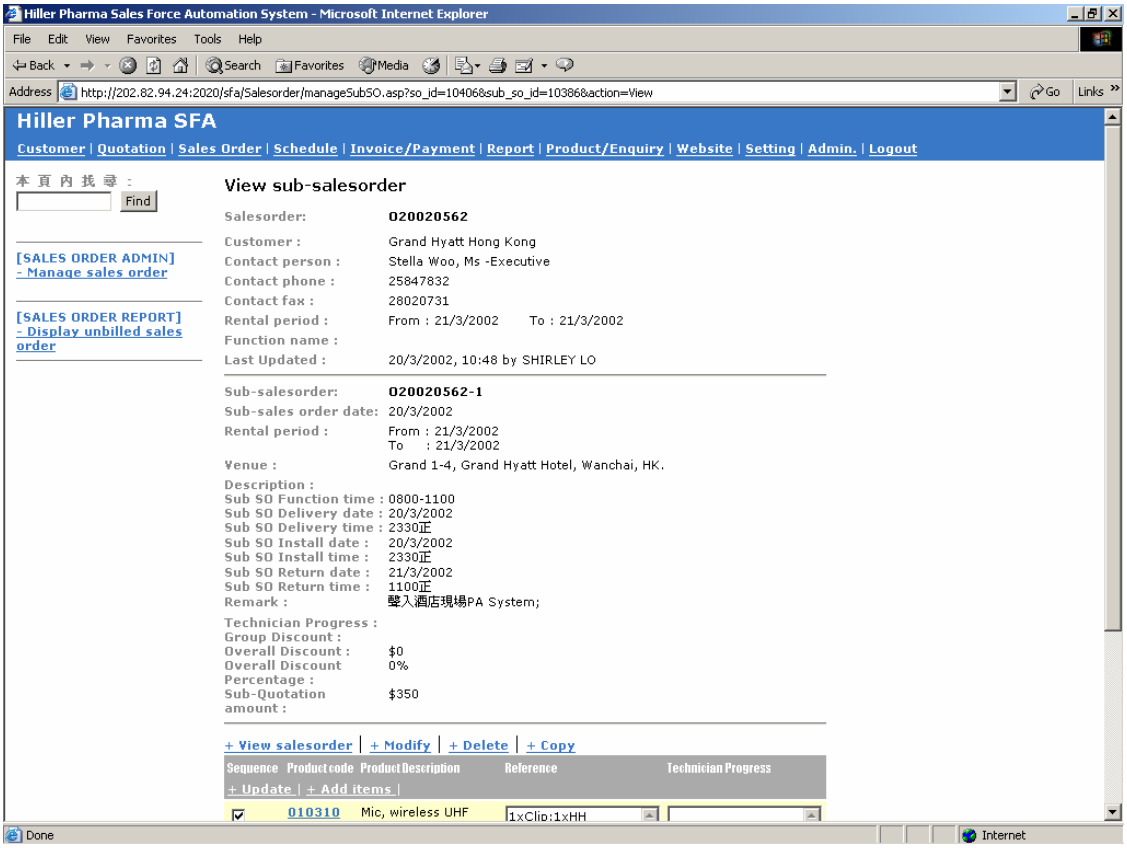
Sales Order History – Show all sales order made by the customer of current quotation

Change Customer – Change the current sales order to another customer account

Reorder sub-sales order – Reorder the sub-sales order number consecutively starting from 1.

Manage Sub-Sales Order

Each sales order must have at least one sub-sales order.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://202.82.94.24:2020/sfa/Salesorder/manageSubSO.asp?so_id=104068sub_so_id=10386&action=View
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SALES ORDER ADMIN]
- Manage sales order
[SALES ORDER REPORT]
- Display unbilled sales order
View sub-salesorder
Salesorder: O20020562
Customer : Grand Hyatt Hong Kong
Contact person : Stella Woo, Ms -Executive
Contact phone : 25847832
Contact fax : 28020731
Rental period : From : 21/3/2002 To : 21/3/2002
Function name :
Last Updated : 20/3/2002, 10:48 by SHIRLEY LO
Sub-salesorder: O20020562-1
Sub-sales order date: 20/3/2002
Rental period : From : 21/3/2002
To : 21/3/2002
Venue : Grand 1-4, Grand Hyatt Hotel, Wanchai, HK.
Description :
Sub SO Function time : 0800-1100
Sub SO Delivery date : 20/3/2002
Sub SO Delivery time : 2330正
Sub SO Install date : 20/3/2002
Sub SO Install time : 2330正
Sub SO Return date : 21/3/2002
Sub SO Return time : 1100正
Remark : 擘入酒店現場PA System;
Technician Progress :
Group Discount :
Overall Discount : $0
Overall Discount Percentage : 0%
Sub-Quotation amount : $350
+ View salesorder | + Modify | + Delete | + Copy
Sequence Product code Product Description Reference Technician Progress
+ Update | + Add items |
010310 Mic, wireless UHF 1xClip;1xHH
Done
Internet

Sales order information is shown at the top. The following is sub-sales order information. The three gray sections are item, package and accessories within the sales order.

View sales order – Back to the view sales order

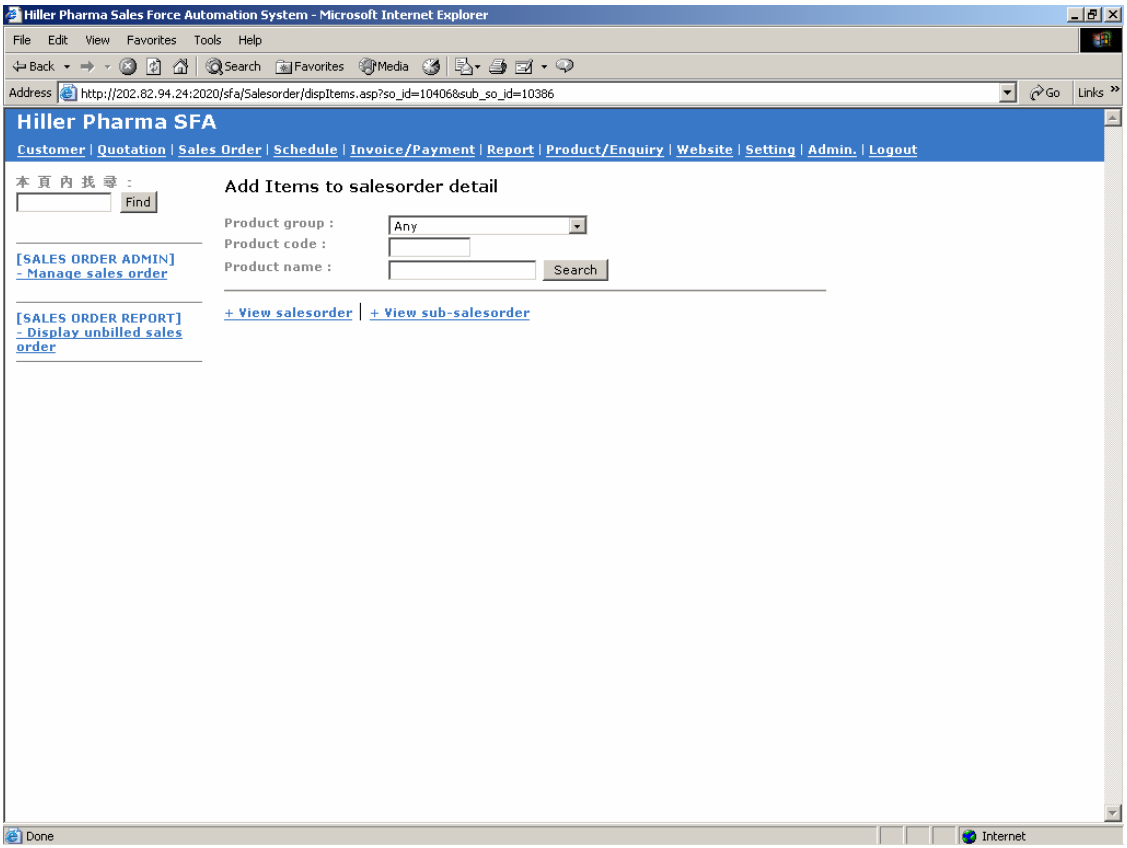
Modify – Update all the sub-sales order detail

Delete - Remove the sub-sales order from the system permanently

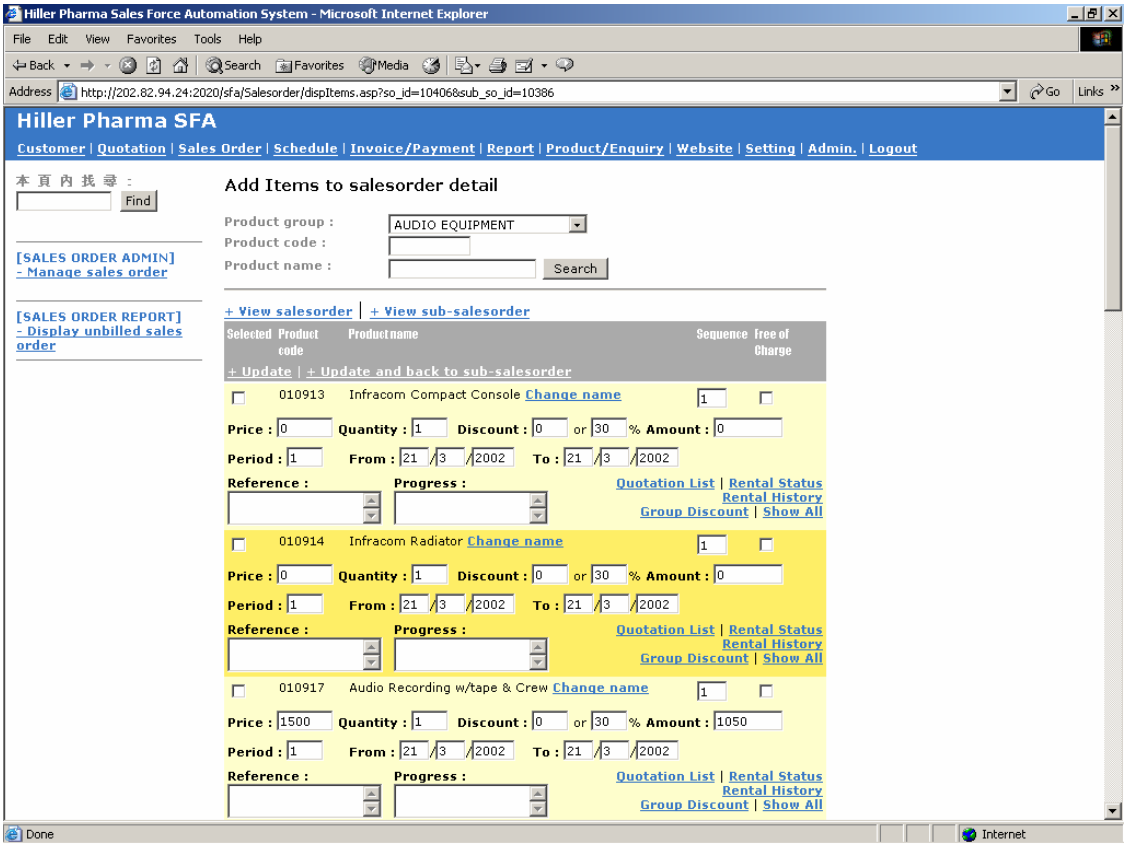
Copy - Create a new sub-sales order with the same information of current sub-sales order

Reset date – Reset the rental period of all items in SO detail for items, packages and accessories.

Add Item to sub-sales order


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Salesorder/dispItems.asp?so_id=10406&sub_so_id=10386
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SALES ORDER ADMIN]
- Manage sales order
[SALES ORDER REPORT]
- Display unbilled sales order
Add Items to salesorder detail
Product group :
Any
Product code :
Product name :
Search
+ View salesorder | + View sub-salesorder
Done
Internet

Search item by product group, product sub group, product code or product name
Product code – Exact match required
Product name – Keyword search


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://202.82.94.24:2020/sfa/Salesorder/dispItems.asp?so_id=104068sub_so_id=10386
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SALES ORDER ADMIN]
- Manage sales order
[SALES ORDER REPORT]
- Display unbilled sales order
Add Items to salesorder detail
Product group : AUDIO EQUIPMENT
Product code :
Product name :
Search
+ View salesorder | + View sub-salesorder
Selected Product code Product name Sequence Free of Charge
+ Update | + Update and back to sub-salesorder
010913 Infracom Compact Console Change name
Price : 0 Quantity : 1 Discount : 0 or 30 % Amount : 0
Period : 1 From : 21 /3 /2002 To : 21 /3 /2002
Reference : Progress :
Quotation List | Rental Status
Rental History
Group Discount | Show All
010914 Infracom Radiator Change name
Price : 0 Quantity : 1 Discount : 0 or 30 % Amount : 0
Period : 1 From : 21 /3 /2002 To : 21 /3 /2002
Reference : Progress :
Quotation List | Rental Status
Rental History
Group Discount | Show All
010917 Audio Recording w/tape & Crew Change name
Price : 1500 Quantity : 1 Discount : 0 or 30 % Amount : 1050
Period : 1 From : 21 /3 /2002 To : 21 /3 /2002
Reference : Progress :
Quotation List | Rental Status
Rental History
Group Discount | Show All
Done
Internet

Tick the checkbox and fill in all the detail in order to add the item. Click “Update” to commit the change.

Change name – Rename the item and add to sales order. The name cannot be changed after the item is added into the SO detail.

Quotation List – List all the quotation that has included the selected item

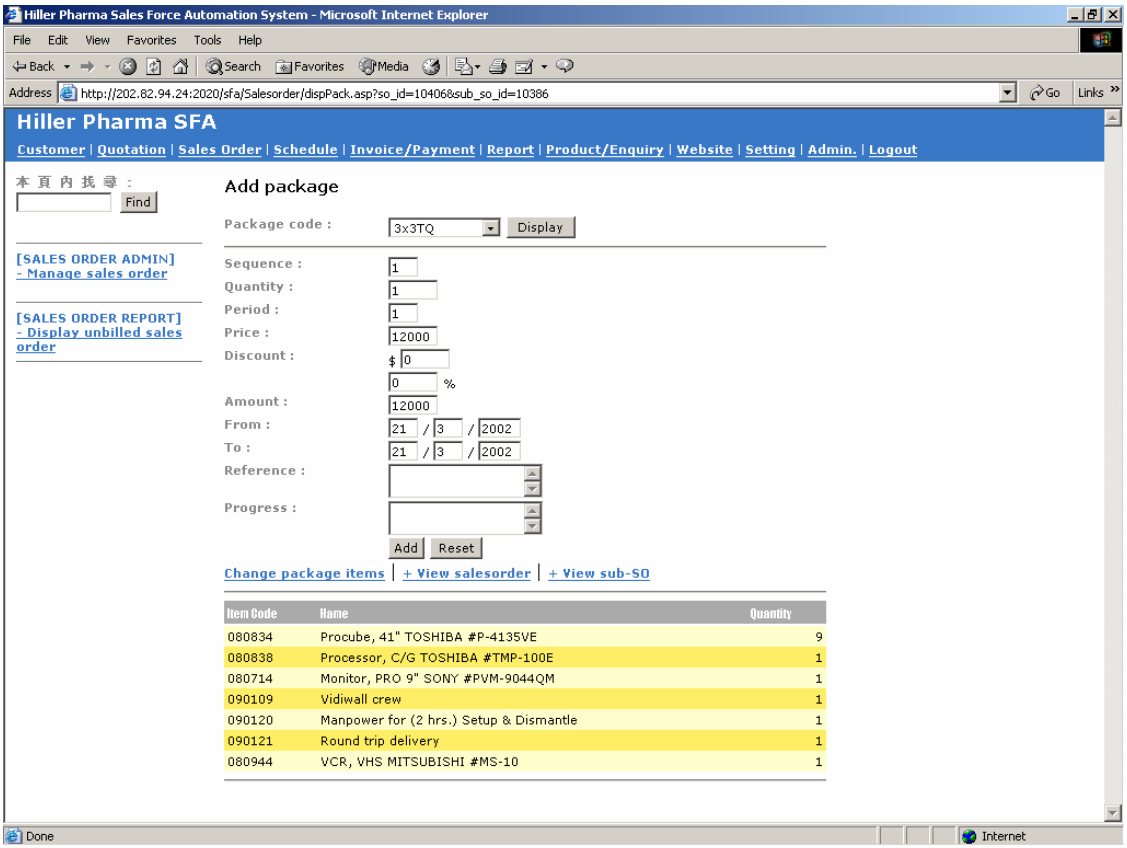
Rental Status – List all the sales order that has included the selected item

Rental History – List all the invoices that has included the selected item

Show All – Open quotation list, rental status and rental history at the same time

Group Discount – Set group discount of corresponding group for this specified sub sales-order.

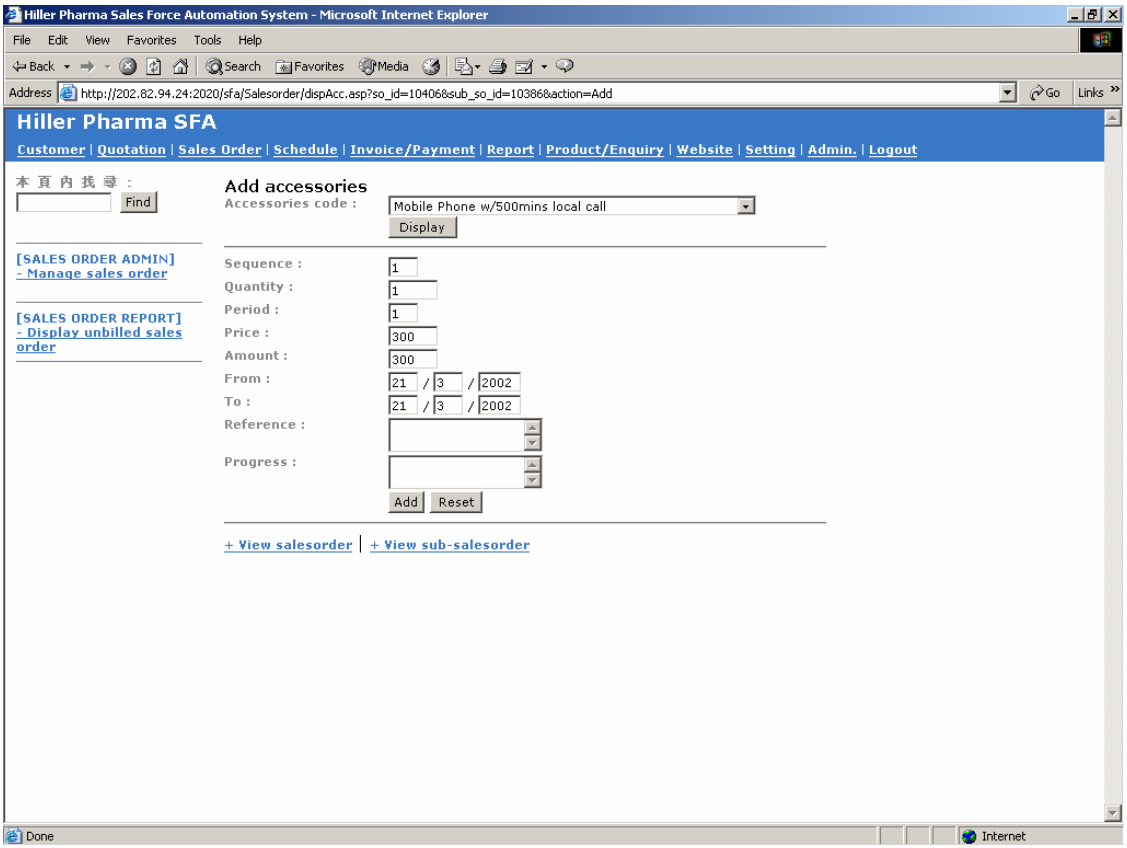
Add Package to sub-sales order


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Salesorder/dispPack.asp?so_id=10406&sub_so_id=10386
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SALES ORDER ADMIN]
- Manage sales order
[SALES ORDER REPORT]
- Display unbilled sales order
Add package
Package code : 3x3TQ Display
Sequence : 1
Quantity : 1
Period : 1
Price : 12000
Discount : $ 0
0 %
Amount : 12000
From : 21 / 3 / 2002
To : 21 / 3 / 2002
Reference :
Progress :
Add Reset
Change package items | + View salesorder | + View sub-SO
Item Code Name Quantity
080834 Procube, 41" TOSHIBA #P-4135VE 9
080838 Processor, C/G TOSHIBA #TMP-100E 1
080714 Monitor, PRO 9" SONY #PVM-9044QM 1
090109 Vidiwall crew 1
090120 Manpower for (2 hrs.) Setup & Dismantle 1
090121 Round trip delivery 1
080944 VCR, VHS MITSUBISHI #MS-10 1
Done
Internet

Select the package from the top drop down and input all the required information. The list at the bottom shows the items included in the package.

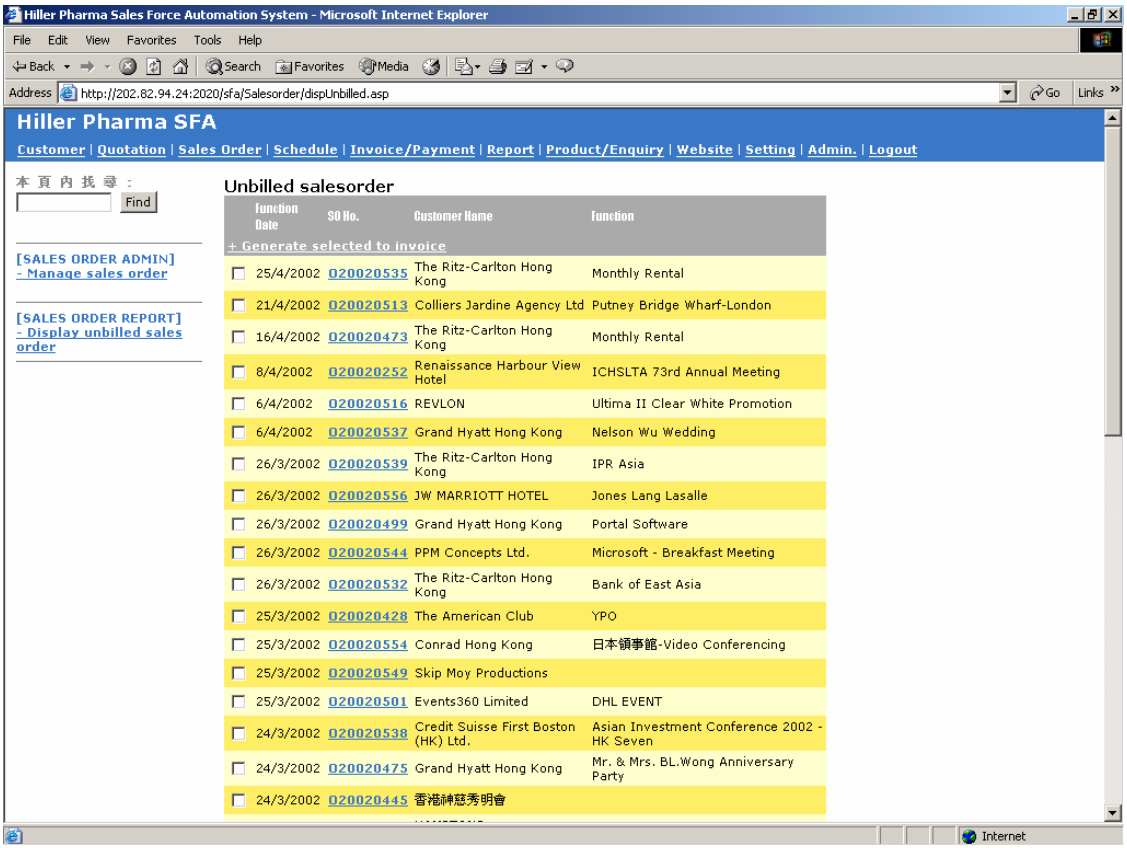
Change package items – Allow to change package header and package detail for this sales order. However, it doesn't allow changing item name in the package detail.

Add Accessories to sub-sales order


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Salesorder/dispAcc.asp?so_id=10406&sub_so_id=10386&action=Add
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SALES ORDER ADMIN]
- Manage sales order
[SALES ORDER REPORT]
- Display unbilled sales order
Add accessories
Accessories code :
Mobile Phone w/500mins local call
Display
Sequence : 1
Quantity : 1
Period : 1
Price : 300
Amount : 300
From : 21 / 3 / 2002
To : 21 / 3 / 2002
Reference :
Progress :
Add Reset
+ View salesorder | + View sub-salesorder
Done
Internet

Select the accessories from the top drop down and input all the required information.

Display Unbilled Sales Order

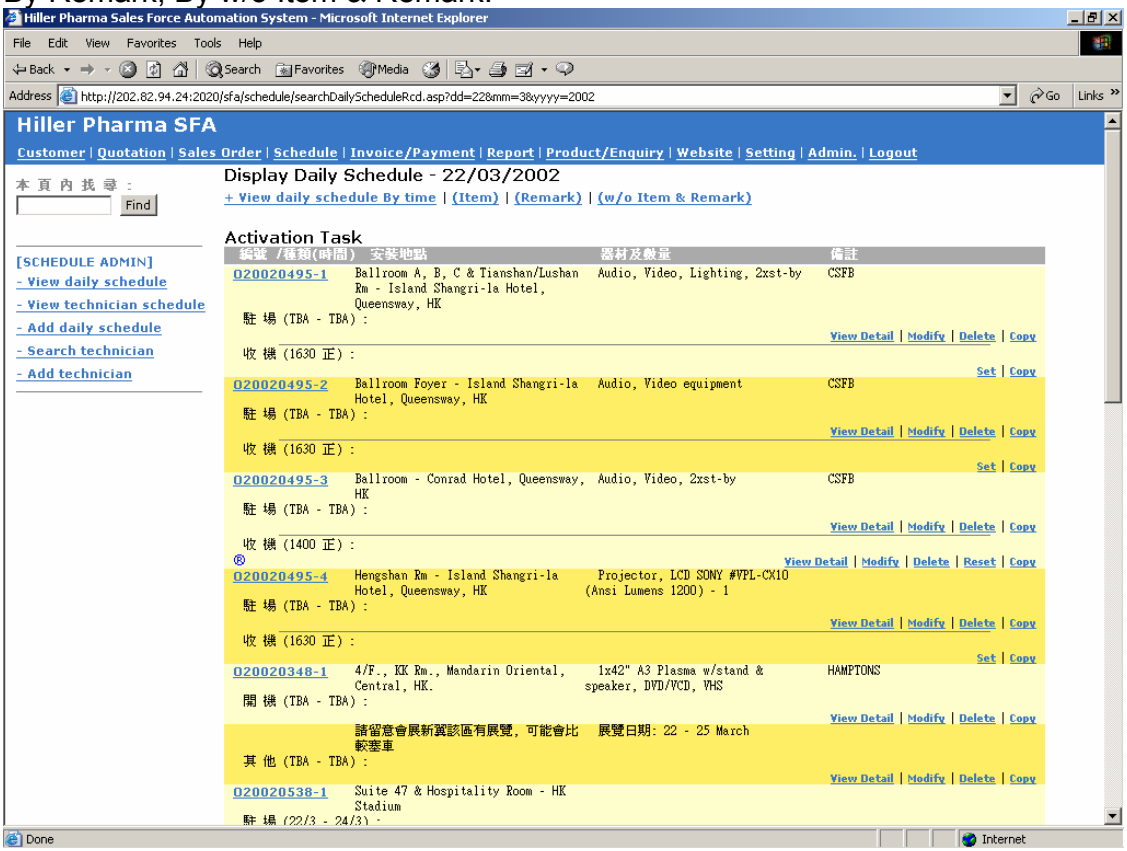

Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Salesorder/dispUnbilled.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SALES ORDER ADMIN]
- Manage sales order
[SALES ORDER REPORT]
- Display unbilled sales order
Unbilled salesorder
Function Date
SO No.
Customer Name
Function
+ Generate selected to invoice
25/4/2002 O20020535 The Ritz-Carlton Hong Kong Monthly Rental
21/4/2002 O20020513 Colliers Jardine Agency Ltd Putney Bridge Wharf-London
16/4/2002 O20020473 The Ritz-Carlton Hong Kong Monthly Rental
8/4/2002 O20020252 Renaissance Harbour View Hotel ICHSLTA 73rd Annual Meeting
6/4/2002 O20020516 REVLON Ultima II Clear White Promotion
6/4/2002 O20020537 Grand Hyatt Hong Kong Nelson Wu Wedding
26/3/2002 O20020539 The Ritz-Carlton Hong Kong IPR Asia
26/3/2002 O20020556 JW MARRIOTT HOTEL Jones Lang Lasalle
26/3/2002 O20020499 Grand Hyatt Hong Kong Portal Software
26/3/2002 O20020544 PPM Concepts Ltd. Microsoft - Breakfast Meeting
26/3/2002 O20020532 The Ritz-Carlton Hong Kong Bank of East Asia
25/3/2002 O20020428 The American Club YPO
25/3/2002 O20020554 Conrad Hong Kong 日本領事館-Video Conferencing
25/3/2002 O20020549 Skip Moy Productions
25/3/2002 O20020501 Events360 Limited DHL EVENT
24/3/2002 O20020538 Credit Suisse First Boston (HK) Ltd. Asian Investment Conference 2002 - HK Seven
24/3/2002 O20020475 Grand Hyatt Hong Kong Mr. & Mrs. BL.Wong Anniversary Party
24/3/2002 O20020445 香港神慈秀明會
Internet

Display all unbilled sales order and allow users to select a group of sales orders to invoices at the same time instead of one by one.

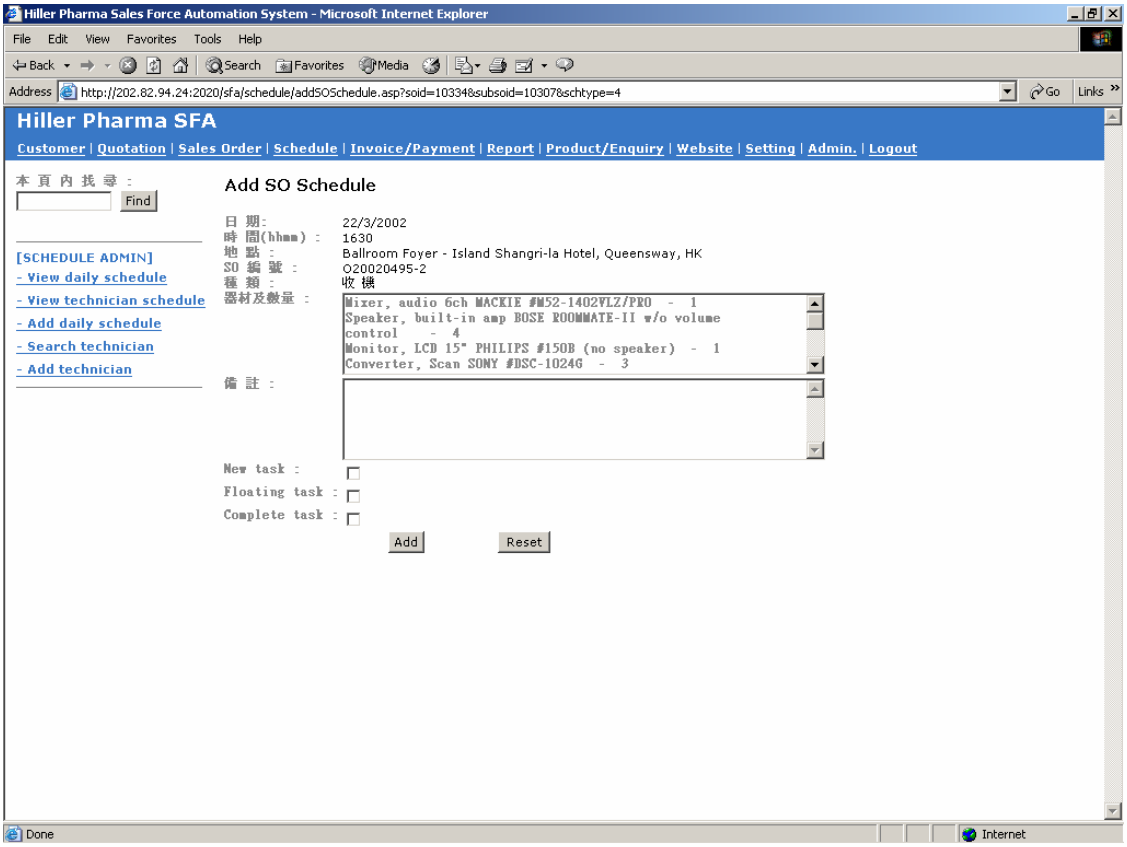
Schedule

View Daily Schedule

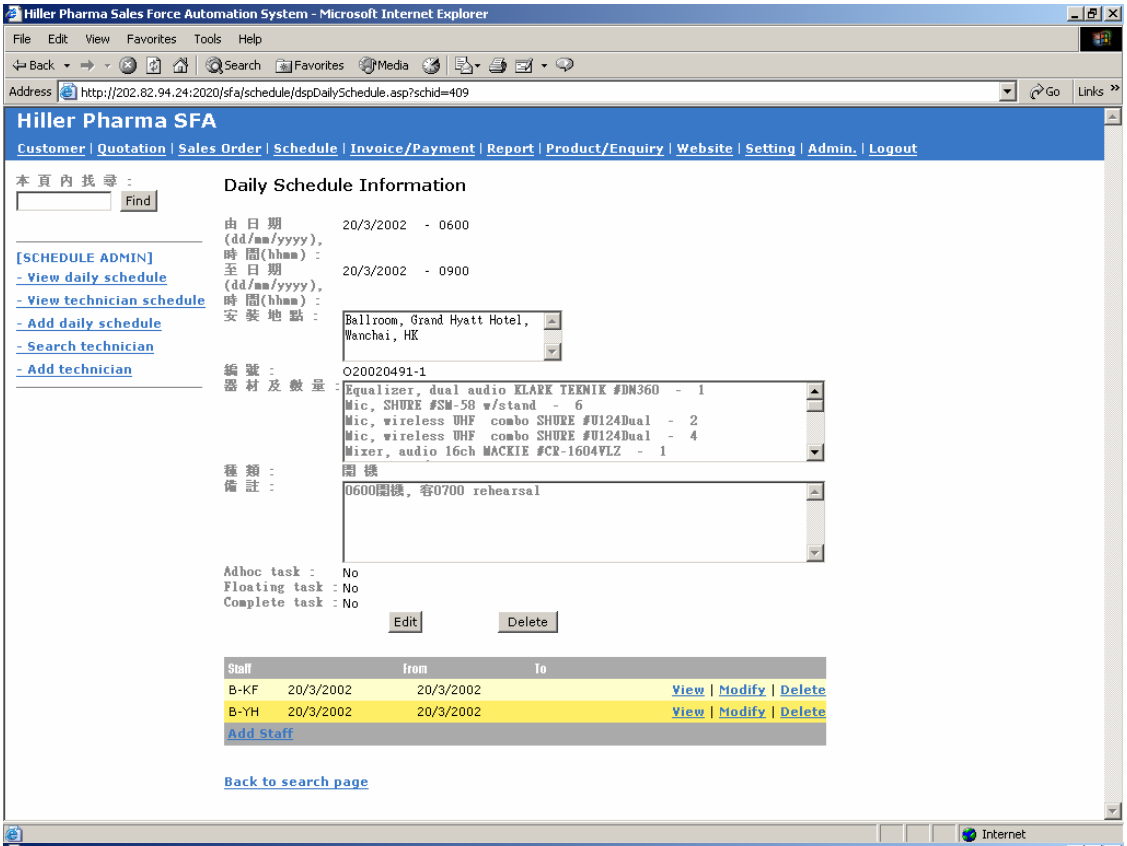
You can view the printed format by using “View daily schedule By time, By Item, By Remark, By w/o Item & Remark.

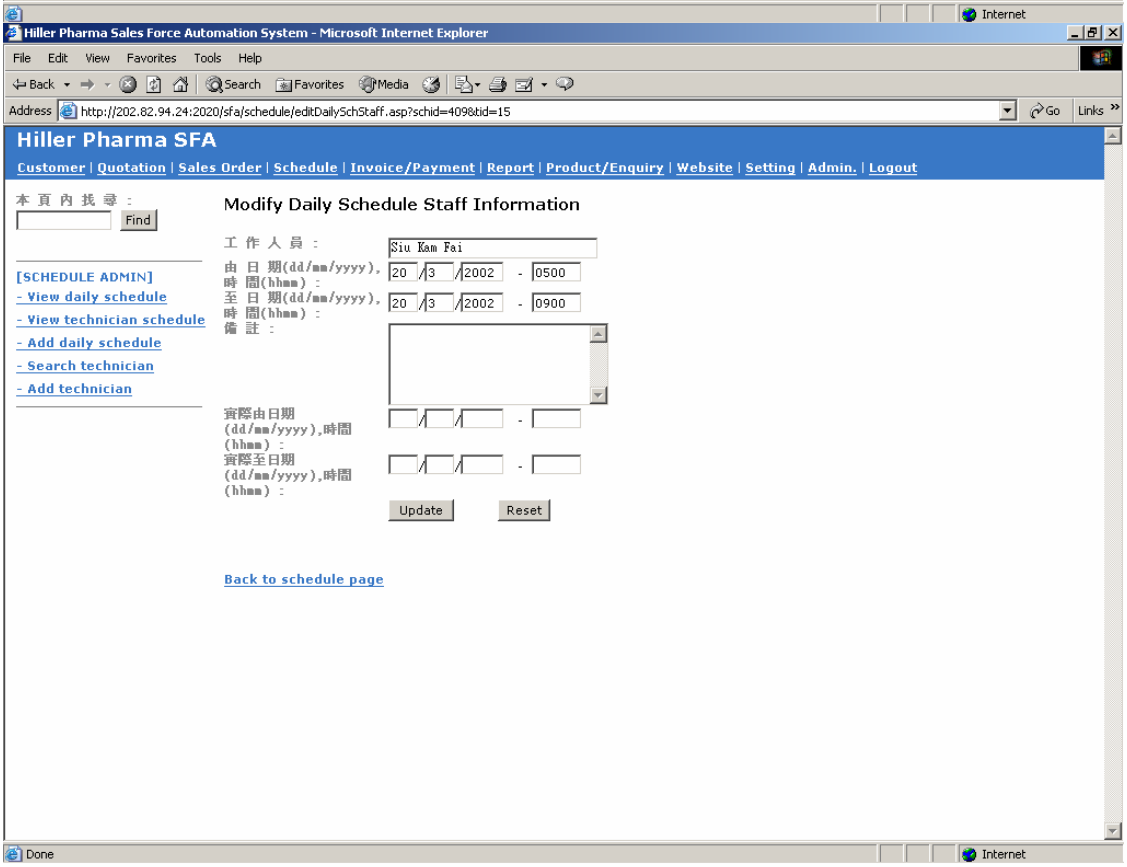

Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://202.82.94.24:2020/sfa/schedule/searchDailyScheduleRcd.asp?dd=22&mm=3&yyyy=2002
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SCHEDULE ADMIN]
- View daily schedule
- View technician schedule
- Add daily schedule
- Search technician
- Add technician
Display Daily Schedule - 22/03/2002
+ View daily schedule By time | (Item) | (Remark) | (w/o Item & Remark)
Activation Task
編號 /種類(時間) 安裝地點 器材及數量 備註
O20020495-1 Ballroom A, B, C & Tianshan/Lushan Rm - Island Shangri-la Hotel, Queensway, HK Audio, Video, Lighting, 2xst-by CSFB
駐 場 (TBA - TBA) :
View Detail | Modify | Delete | Copy
收 機 (1630 正) :
Set | Copy
O20020495-2 Ballroom Foyer - Island Shangri-la Hotel, Queensway, HK Audio, Video equipment CSFB
駐 場 (TBA - TBA) :
View Detail | Modify | Delete | Copy
收 機 (1630 正) :
Set | Copy
O20020495-3 Ballroom - Conrad Hotel, Queensway, HK Audio, Video, 2xst-by CSFB
駐 場 (TBA - TBA) :
View Detail | Modify | Delete | Copy
收 機 (1400 正) :
View Detail | Modify | Delete | Reset | Copy
O20020495-4 Hengshan Rm - Island Shangri-la Hotel, Queensway, HK Projector, LCD SONY #VPL-CX10 (Ansi Lumens 1200) - 1
駐 場 (TBA - TBA) :
View Detail | Modify | Delete | Copy
收 機 (1630 正) :
Set | Copy
O20020348-1 4/F., KK Rm., Mandarin Oriental, Central, HK. 1x42" A3 Plasma w/stand & speaker, DVD/VCD, VHS HAMPTONS
開 機 (TBA - TBA) :
View Detail | Modify | Delete | Copy
請留意會展新翼該區有展覽，可能會比較繁重 展覽日期: 22 - 25 March
其 他 (TBA - TBA) :
View Detail | Modify | Delete | Copy
O20020538-1 Suite 47 & Hospitality Room - HK Stadium
Done
Internet

Display all the necessary information of activation tasks and cancel tasks for the specified day in this daily schedule.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/schedule/add5OSchedule.asp?soid=10334&subsoid=10307&schtype=4
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SCHEDULE ADMIN]
- View daily schedule
- View technician schedule
- Add daily schedule
- Search technician
- Add technician
Add SO Schedule
日 期:
時 間(hhmm) :
地 點 :
SO 編 號 :
種 類 :
器材及數量 :
22/3/2002
1630
Ballroom Foyer - Island Shangri-la Hotel, Queensway, HK
O20020495-2
收 錢
Mixer, audio 6ch MACKIE #M52-1402VLZ/PRO - 1
Speaker, built-in amp BOSE ROOMMATE-II w/o volume control - 4
Monitor, LCD 15" PHILIPS #150B (no speaker) - 1
Converter, Scan SONY #DSC-1024G - 3
備 註 :
New task :
Floating task :
Complete task :
Add
Reset
Done
Internet

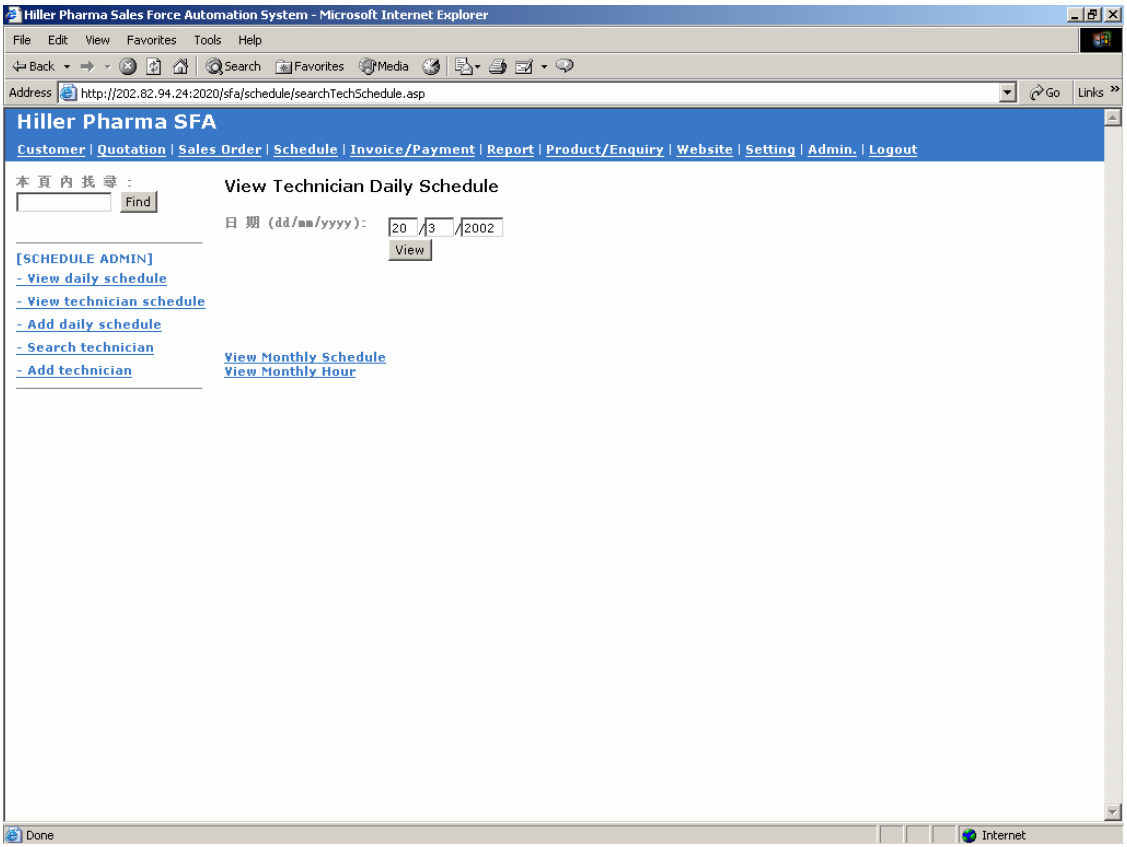
Set – task allocations for the task and assign the task property such as new task, floating task and complete task.
Modify – Modify the task you have set
Delete – Delete this task and it will display in Cancel task list.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/schedule/dspDailySchedule.asp?schid=409
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SCHEDULE ADMIN]
- View daily schedule
- View technician schedule
- Add daily schedule
- Search technician
- Add technician
Daily Schedule Information
由 日 期 (dd/mm/yyyy), 時 間(hhmm) : 20/3/2002 - 0600
至 日 期 (dd/mm/yyyy), 時 間(hhmm) : 20/3/2002 - 0900
安 裝 地 點 : Ballroom, Grand Hyatt Hotel, Wanchai, HK
編 號 : O20020491-1
器 材 及 數 量 : Equalizer, dual audio KLARK TEKNIK #DN360 - 1
Mic, SHURE #SM-58 w/stand - 6
Mic, wireless UHF combo SHURE #U124Dual - 2
Mic, wireless UHF combo SHURE #U124Dual - 4
Mixer, audio 16ch MACKIE #CR-1604VLZ - 1
種 類 : 開 機
備 註 : 0600開機, 客0700 rehearsal
Adhoc task : No
Floating task : No
Complete task : No
Edit Delete
Staff from To
B-KF 20/3/2002 20/3/2002 View | Modify | Delete
B-YH 20/3/2002 20/3/2002 View | Modify | Delete
Add Staff
Back to search page
Internet

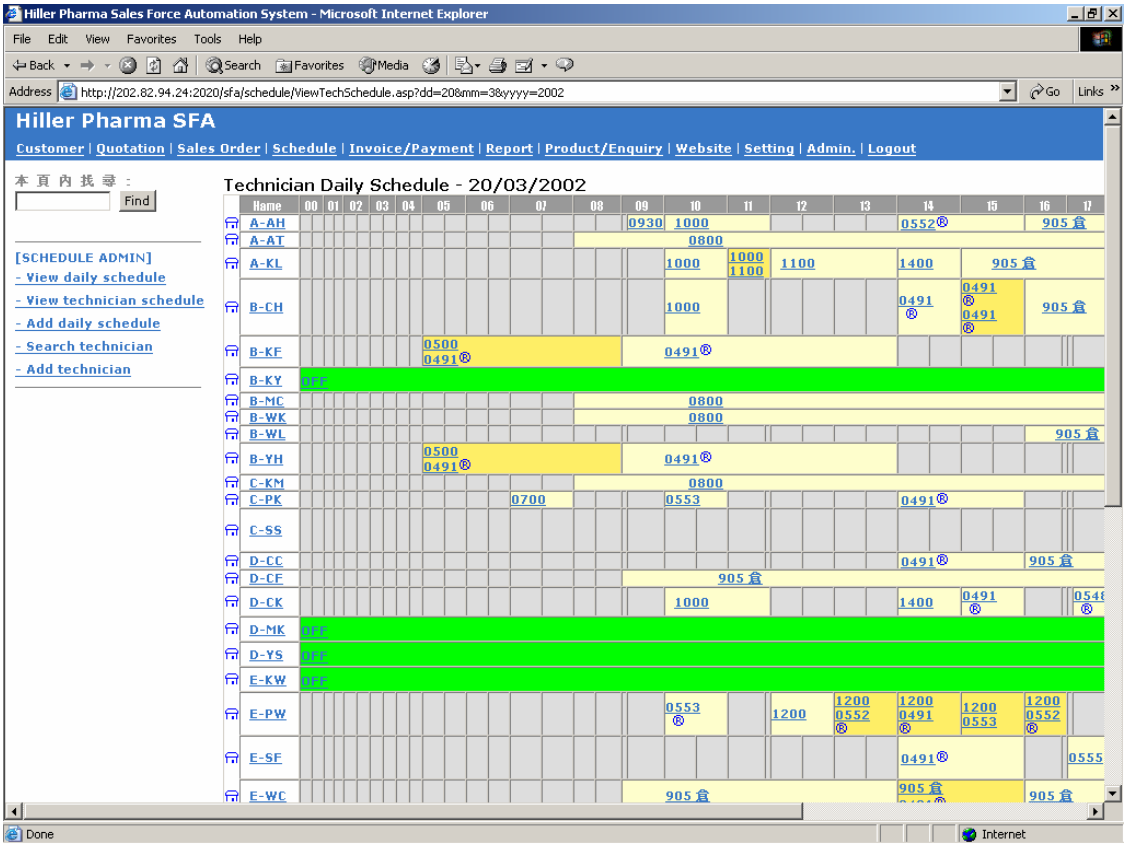

Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/schedule/editDailySchStaff.asp?schid=409&tid=15
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SCHEDULE ADMIN]
- View daily schedule
- View technician schedule
- Add daily schedule
- Search technician
- Add technician
Modify Daily Schedule Staff Information
工 作 人 員 : Siu Kam Fai
由 日 期(dd/mm/yyyy), 時 間(hhmm) : 20 /3 /2002 - 0500
至 日 期(dd/mm/yyyy), 時 間(hhmm) : 20 /3 /2002 - 0900
備 註 :
實際由日期 (dd/mm/yyyy),時間 (hhmm) : / / -
實際至日期 (dd/mm/yyyy),時間 (hhmm) : / / -
Update Reset
Back to schedule page
Done
Internet

View Detail – Technician allocation and management for that task by pressing Add Staff link. You can assign and modify the estimated working date/time (from/to) in Daily Schedule Staff Information Page. Moreover, it can delete the technician from this task. Technician can also input the actual working hour for this task afterwards.

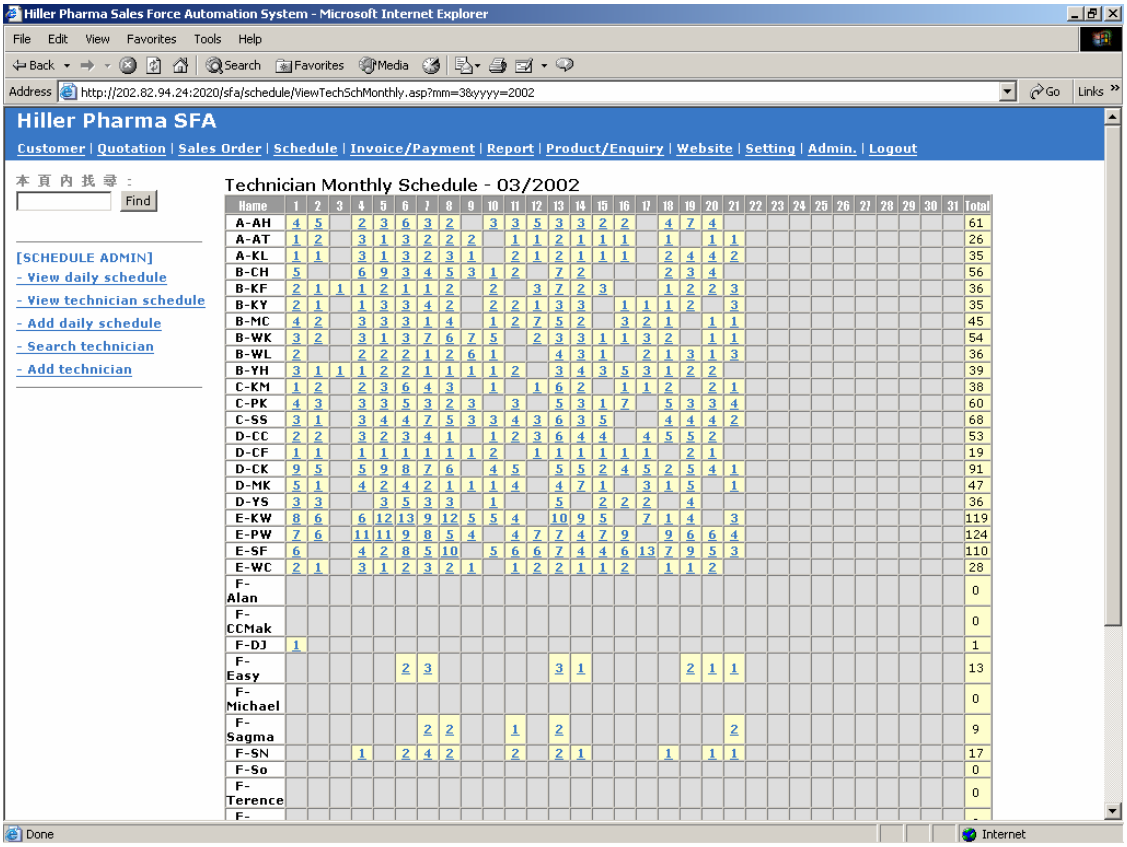
View Technician Schedule


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/schedule/searchTechSchedule.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SCHEDULE ADMIN]
- View daily schedule
- View technician schedule
- Add daily schedule
- Search technician
- Add technician
View Technician Daily Schedule
日 期 (dd/mm/yyyy):
20 /3 /2002
View
View Monthly Schedule
View Monthly Hour
Done
Internet

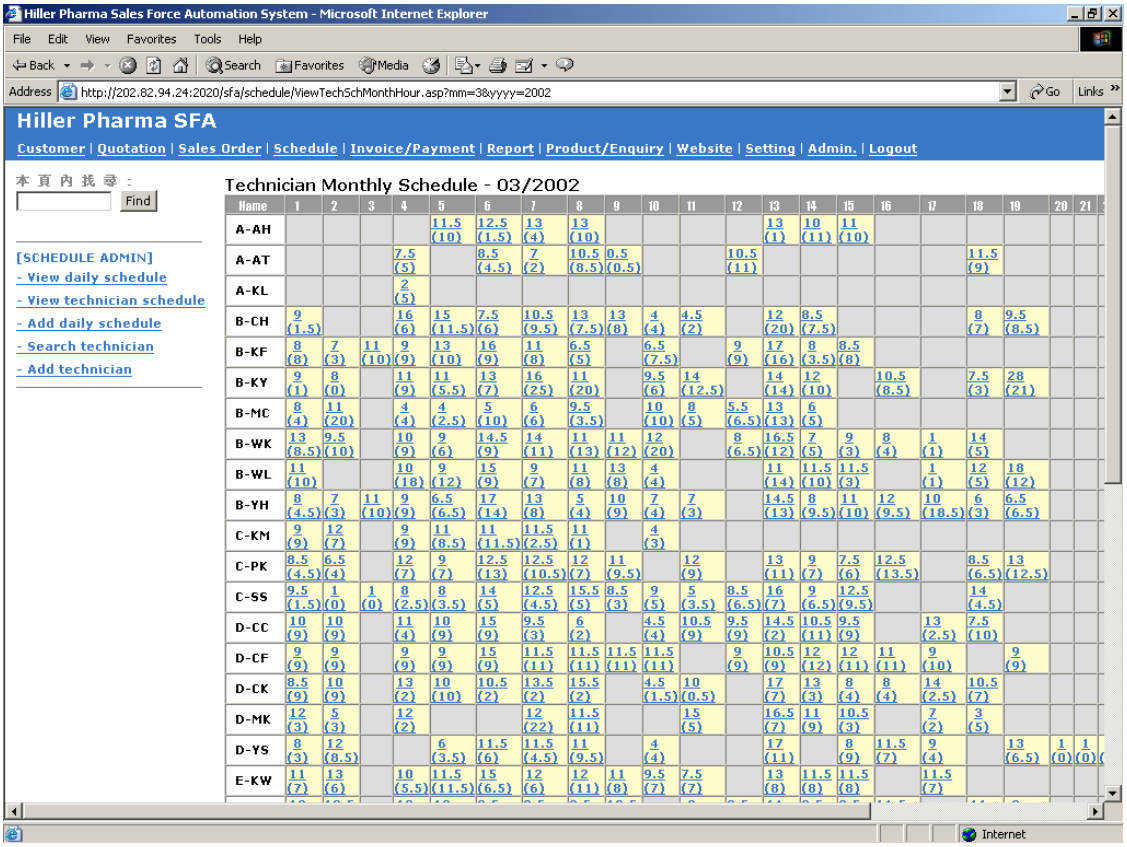
You can view every technician task on hourly view from 00 to 28. You can also view Technician Monthly Schedule and view Technician Monthly Working Hour.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://202.82.94.24:2020/sfa/schedule/ViewTechSchedule.asp?dd=20&mm=3&yyyy=2002
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SCHEDULE ADMIN]
- View daily schedule
- View technician schedule
- Add daily schedule
- Search technician
- Add technician
Technician Daily Schedule - 20/03/2002
Name 00 01 02 03 04 05 06 07 08 09 10 11 12 13 14 15 16 17
A-AH 0930 1000 0552® 905 倉
A-AT 0800
A-KL 1000 1000 1100 1100 1400 905 倉
B-CH 1000 0491 ® 0491 ® 0491 ® 905 倉
B-KF 0500 0491® 0491®
B-KY OFF
B-MC 0800
B-WK 0800
B-WL 905 倉
B-YH 0500 0491® 0491®
C-KM 0800
C-PK 0700 0553 0491®
C-SS
D-CC 0491® 905 倉
D-CF 905 倉
D-CK 1000 1400 0491 ®
D-MK OFF
D-YS OFF
E-KW OFF
E-PW 0553 ® 1200 1200 0552 ® 1200 0491 ® 1200 0553 1200 0552 ®
E-SF 0491® 0555
E-WC 905 倉 905 倉 905 倉
Done
Internet

Technician Daily Schedule – You can also export the schedule into excel file by save as the file extension with .xls.

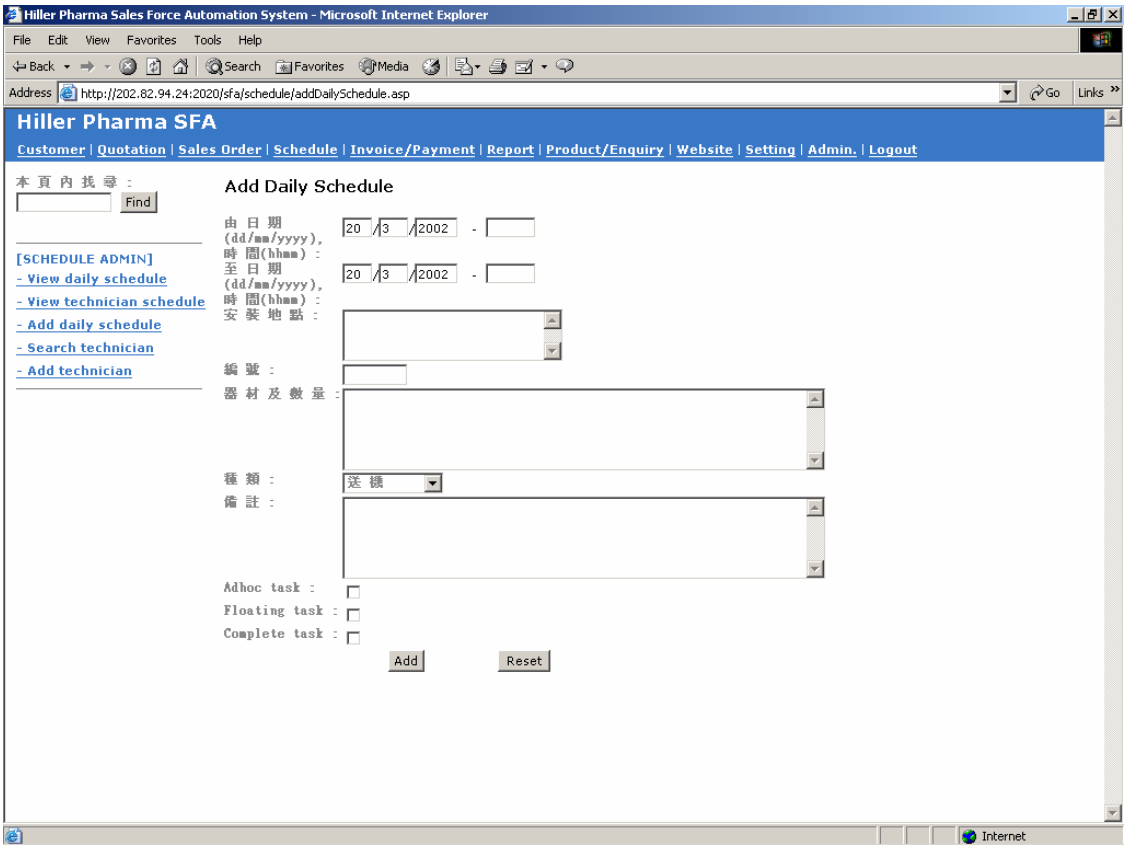

Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/schedule/ViewTechSchMonthly.asp?mm=3&yyyy=2002
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SCHEDULE ADMIN]
- View daily schedule
- View technician schedule
- Add daily schedule
- Search technician
- Add technician
Technician Monthly Schedule - 03/2002
Done
Internet

Technician Monthly Schedule – You can also export the schedule into excel file by save as the file extension with .xls.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/schedule/ViewTechSchMonthHour.asp?mm=3&yyyy=2002
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SCHEDULE ADMIN]
- View daily schedule
- View technician schedule
- Add daily schedule
- Search technician
- Add technician
Technician Monthly Schedule - 03/2002
Internet

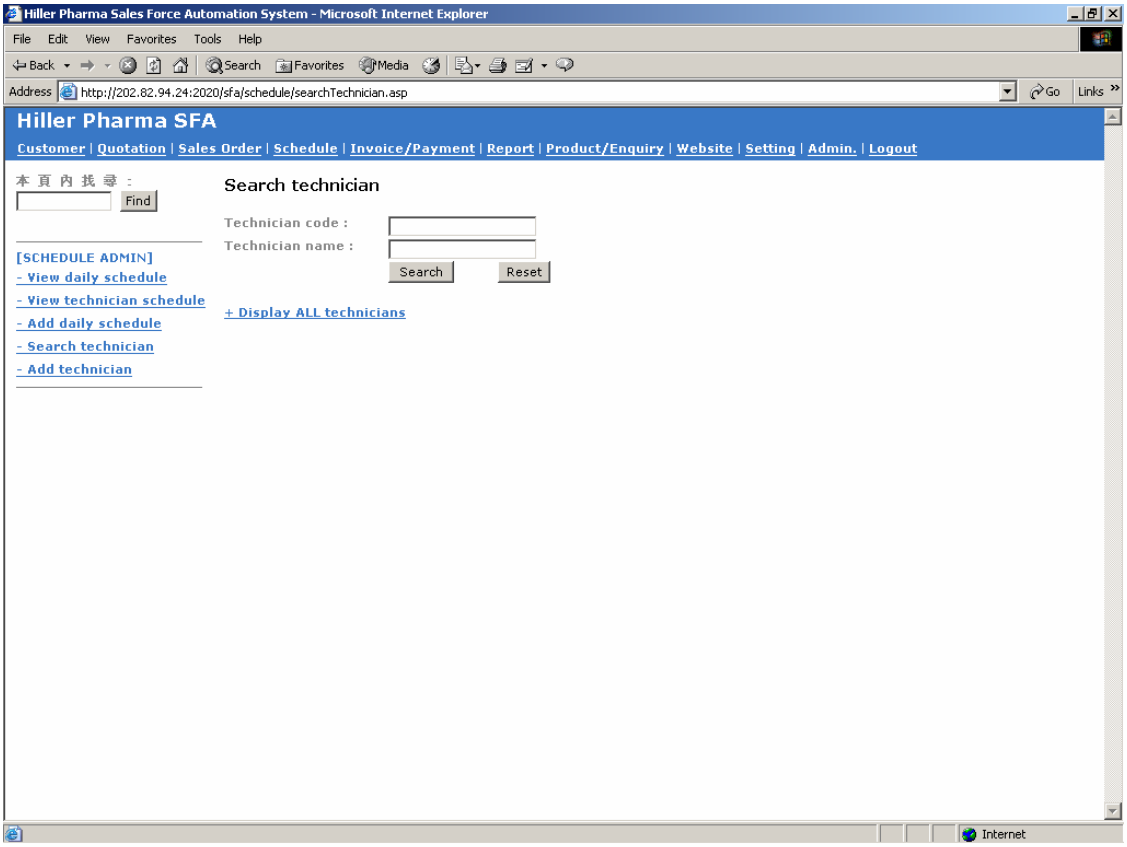
Technician Monthly Schedule – You can also export the schedule into excel file by save as the file extension with .xls.

Add Daily Schedule



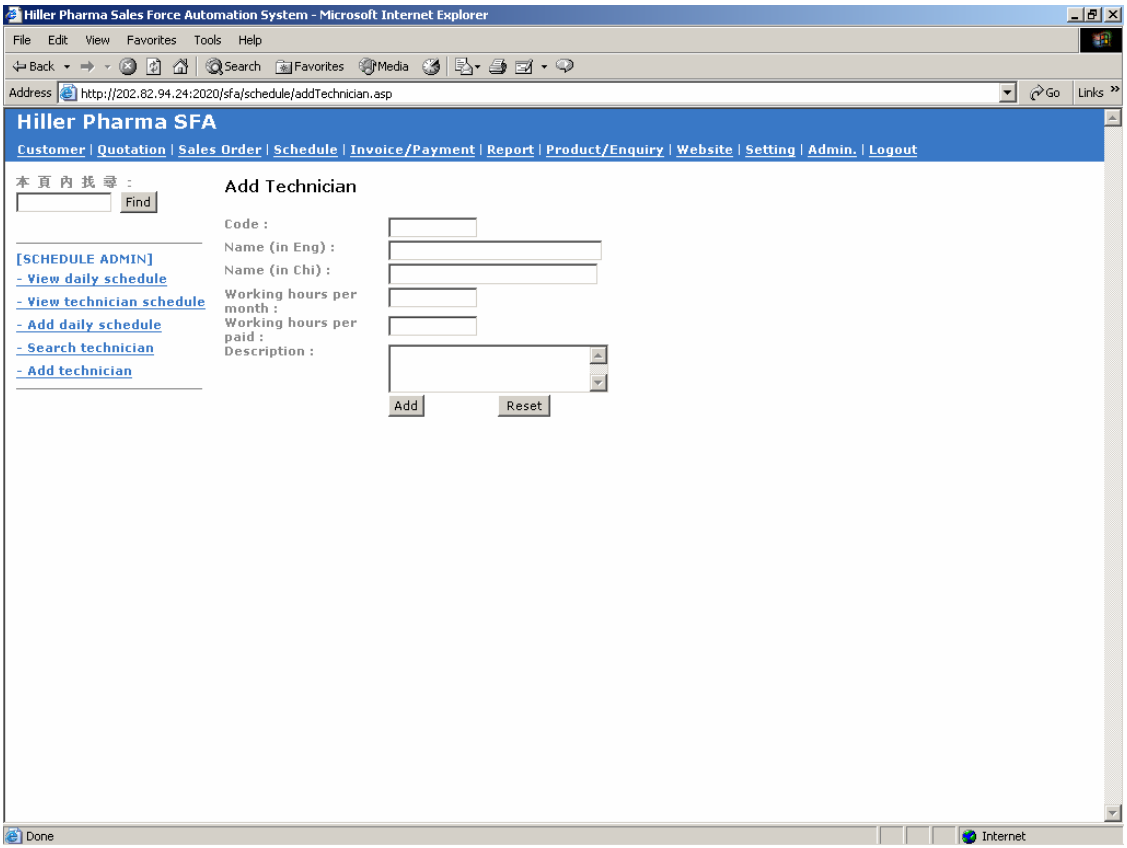
Add individual daily schedule which is not included from sales order.

Search Technician


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/schedule/searchTechnician.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SCHEDULE ADMIN]
- View daily schedule
- View technician schedule
- Add daily schedule
- Search technician
- Add technician
Search technician
Technician code :
Technician name :
Search
Reset
+ Display ALL technicians
Internet

Search by technician code and technician name.

Add Technician

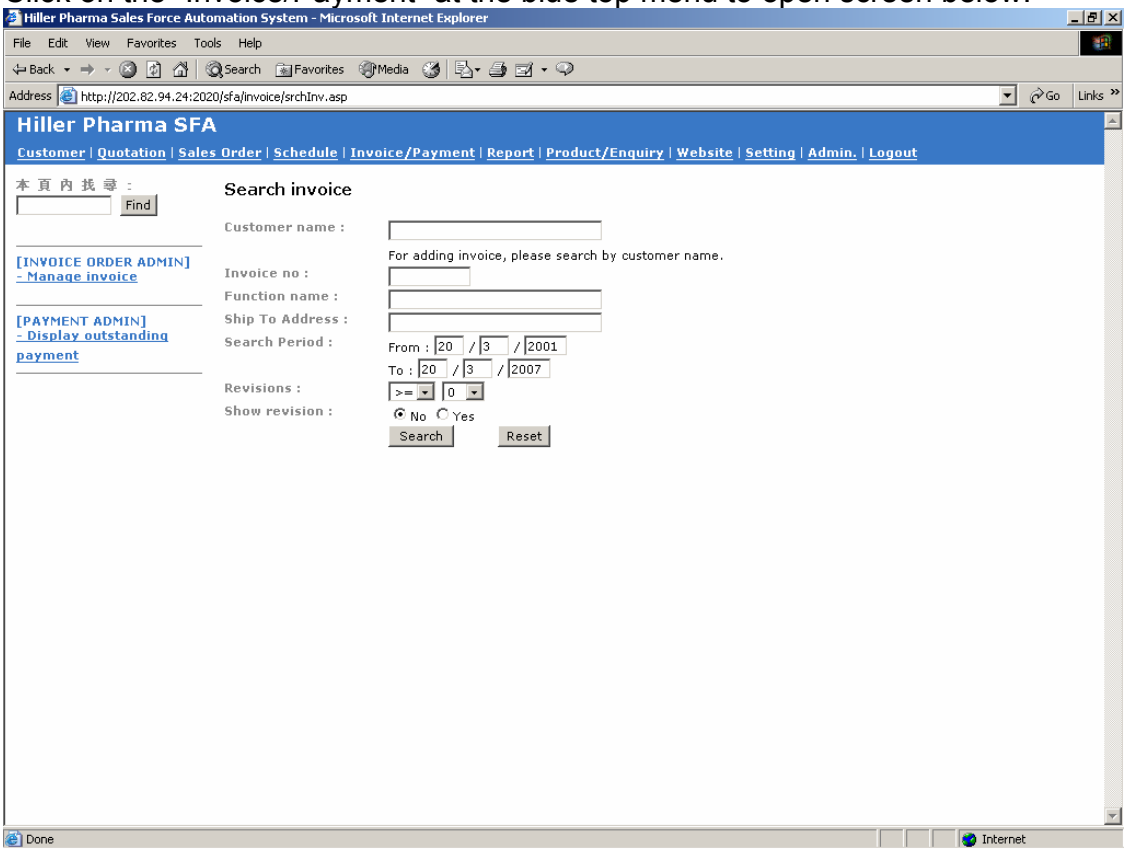

Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/schedule/addTechnician.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[SCHEDULE ADMIN]
- View daily schedule
- View technician schedule
- Add daily schedule
- Search technician
- Add technician
Add Technician
Code :
Name (in Eng) :
Name (in Chi) :
Working hours per month :
Working hours per paid :
Description :
Add
Reset
Done
Internet

Add new technician information.

Invoice/Payment

Search Invoice

Click on the “Invoice/Payment” at the blue top menu to open screen below.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/invoice/srchInv.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[INVOICE ORDER ADMIN]
- Manage invoice
[PAYMENT ADMIN]
- Display outstanding payment
Search invoice
Customer name :
For adding invoice, please search by customer name.
Invoice no :
Function name :
Ship To Address :
Search Period :
From : 20 / 3 / 2001
To : 20 / 3 / 2007
Revisions :
>= 0
Show revision :
No Yes
Search
Reset
Done
Internet

This is the starting page of invoice operation. For each operation, the respective invoice should be searched for processing first, except add new invoice. The search field criteria are combined in “AND” condition. For example, if function name and month are both entered, the result should return result that matched both the criteria.

Customer name – Keyword search for the customer company name. **Add invoice function is only available by searching customer name first**.

Invoice no. – e.g. 1234

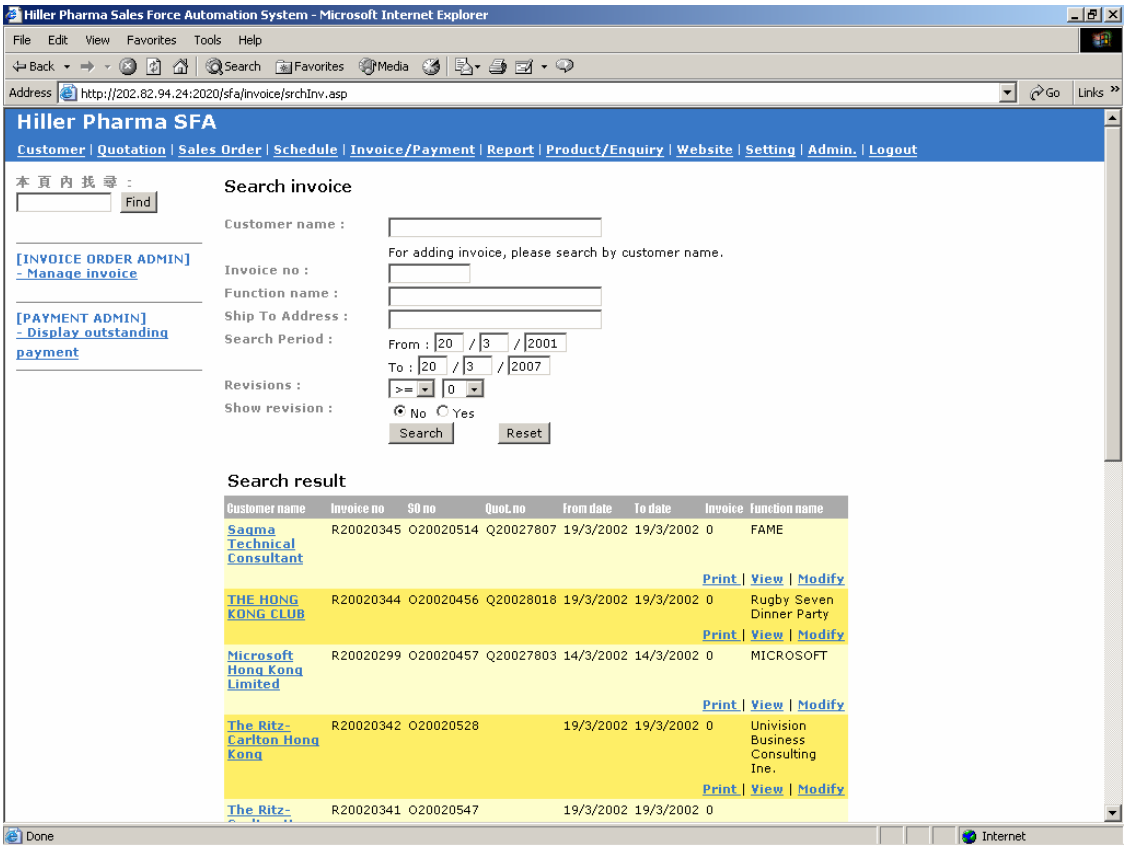
Function name, ship to address – Keyword search for function name and ship to address.

Month – Invoice date within the month period

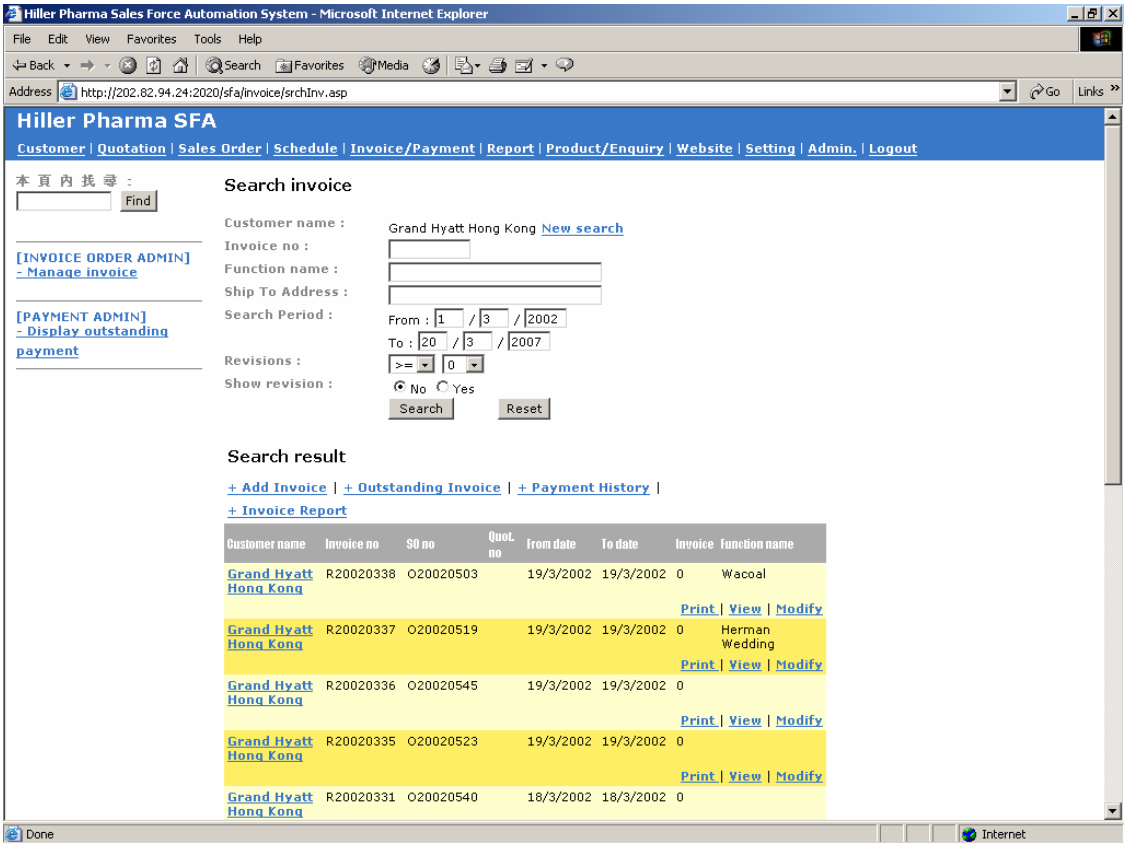
Revisions – Invoice revision no.

Show revision – Show latest revision only or show all revision

Search Invoice Result


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/invoice/srchInv.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[INVOICE ORDER ADMIN]
- Manage invoice
[PAYMENT ADMIN]
- Display outstanding payment
Search invoice
Customer name :
For adding invoice, please search by customer name.
Invoice no :
Function name :
Ship To Address :
Search Period :
From : 20 / 3 / 2001
To : 20 / 3 / 2007
Revisions :
>= 0
Show revision :
No Yes
Search
Reset
Search result
Customer name | Invoice no | SO no | Quot.no | From date | To date | Invoice | Function name
Sagma Technical Consultant | R20020345 | O20020514 | Q20027807 | 19/3/2002 | 19/3/2002 | 0 | FAME
Print | View | Modify
THE HONG KONG CLUB | R20020344 | O20020456 | Q20028018 | 19/3/2002 | 19/3/2002 | 0 | Rugby Seven Dinner Party
Print | View | Modify
Microsoft Hong Kong Limited | R20020299 | O20020457 | Q20027803 | 14/3/2002 | 14/3/2002 | 0 | MICROSOFT
Print | View | Modify
The Ritz-Carlton Hong Kong | R20020342 | O20020528 | | 19/3/2002 | 19/3/2002 | 0 | Univision Business Consulting Ine.
Print | View | Modify
The Ritz- | R20020341 | O20020547 | | 19/3/2002 | 19/3/2002 | 0
Done
Internet

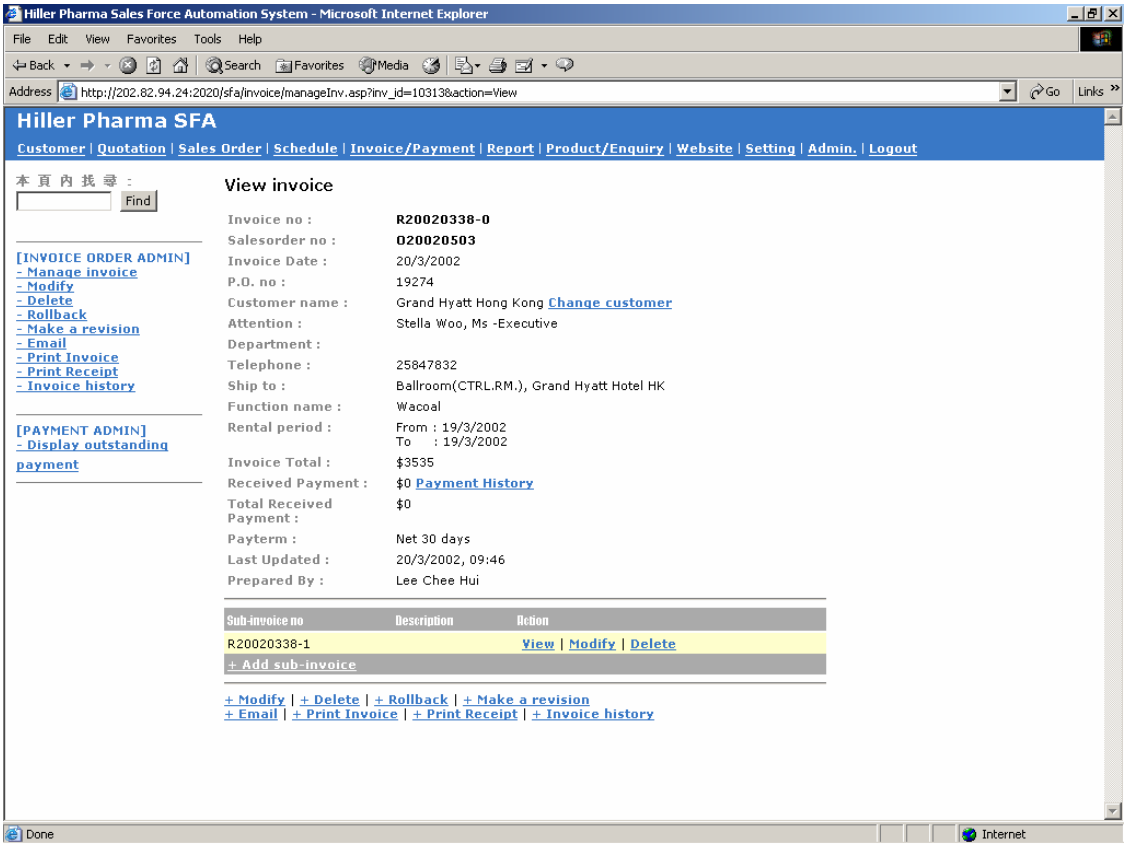
Search with default criteria


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://202.82.94.24:2020/sfa/invoice/srchInv.asp
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[INVOICE ORDER ADMIN]
- Manage invoice
[PAYMENT ADMIN]
- Display outstanding payment
Search invoice
Customer name : Grand Hyatt Hong Kong New search
Invoice no :
Function name :
Ship To Address :
Search Period : From : 1 / 3 / 2002
To : 20 / 3 / 2007
Revisions : >= 0
Show revision : No Yes
Search Reset
Search result
+ Add Invoice | + Outstanding Invoice | + Payment History |
+ Invoice Report
Customer name | Invoice no | SO no | Quot. no | From date | To date | Invoice | Function name
Grand Hyatt Hong Kong | R20020338 | O20020503 | | 19/3/2002 | 19/3/2002 | 0 | Wacoal
Print | View | Modify
Grand Hyatt Hong Kong | R20020337 | O20020519 | | 19/3/2002 | 19/3/2002 | 0 | Herman Wedding
Print | View | Modify
Grand Hyatt Hong Kong | R20020336 | O20020545 | | 19/3/2002 | 19/3/2002 | 0
Print | View | Modify
Grand Hyatt Hong Kong | R20020335 | O20020523 | | 19/3/2002 | 19/3/2002 | 0
Print | View | Modify
Grand Hyatt Hong Kong | R20020331 | O20020540 | | 18/3/2002 | 18/3/2002 | 0
Done
Internet

Only search by customer name first would give the option of add invoice at the bottom.

Manage Invoice

After finding the invoice in the search, either click “View” or “Modify”. The following screen should appear.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://202.82.94.24:2020/sfa/invoice/manageInv.asp?inv_id=10313&action=View
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[INVOICE ORDER ADMIN]
- Manage invoice
- Modify
- Delete
- Rollback
- Make a revision
- Email
- Print Invoice
- Print Receipt
- Invoice history
[PAYMENT ADMIN]
- Display outstanding payment
View invoice
Invoice no : R20020338-0
Salesorder no : O20020503
Invoice Date : 20/3/2002
P.O. no : 19274
Customer name : Grand Hyatt Hong Kong Change customer
Attention : Stella Woo, Ms -Executive
Department :
Telephone : 25847832
Ship to : Ballroom(CTRL.RM.), Grand Hyatt Hotel HK
Function name : Wacoal
Rental period : From : 19/3/2002 To : 19/3/2002
Invoice Total : $3535
Received Payment : $0 Payment History
Total Received Payment : $0
Payterm : Net 30 days
Last Updated : 20/3/2002, 09:46
Prepared By : Lee Chee Hui
Sub-invoice no Description Action
R20020338-1 View | Modify | Delete
+ Add sub-invoice
+ Modify | + Delete | + Rollback | + Make a revision
+ Email | + Print Invoice | + Print Receipt | + Invoice history
Done
Internet

The invoice detail is shown at the top. The sub-invoice information is in the middle. All the other actions are listed at the left hand side menu and at the bottom.

All the different actions will be explained below.

Modify – Update all the invoice detail like rental period or function name

Delete – Remove the invoice from the system permanently. The invoice number cannot be reused.

Rollback - Rollback current invoice. The invoice no. will be reused.

Make a revision – Create a revision copy of current invoice

Email – Send out email with the invoice sent as attachment

Print Invoice – Preview and print invoice

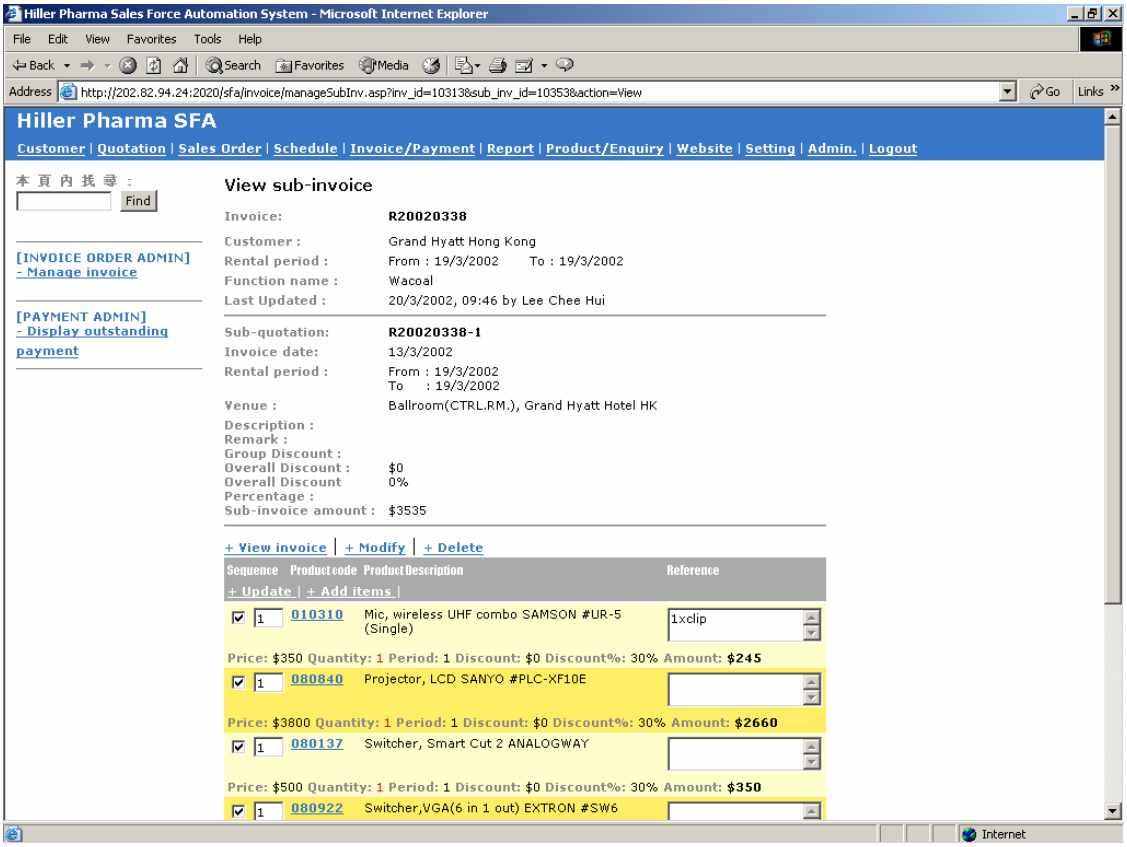
Print Receipt – Preview and print receipt

Invoice History – Show all invoice made by the customer of current invoice

Change Customer – Change the current invoice to another customer account

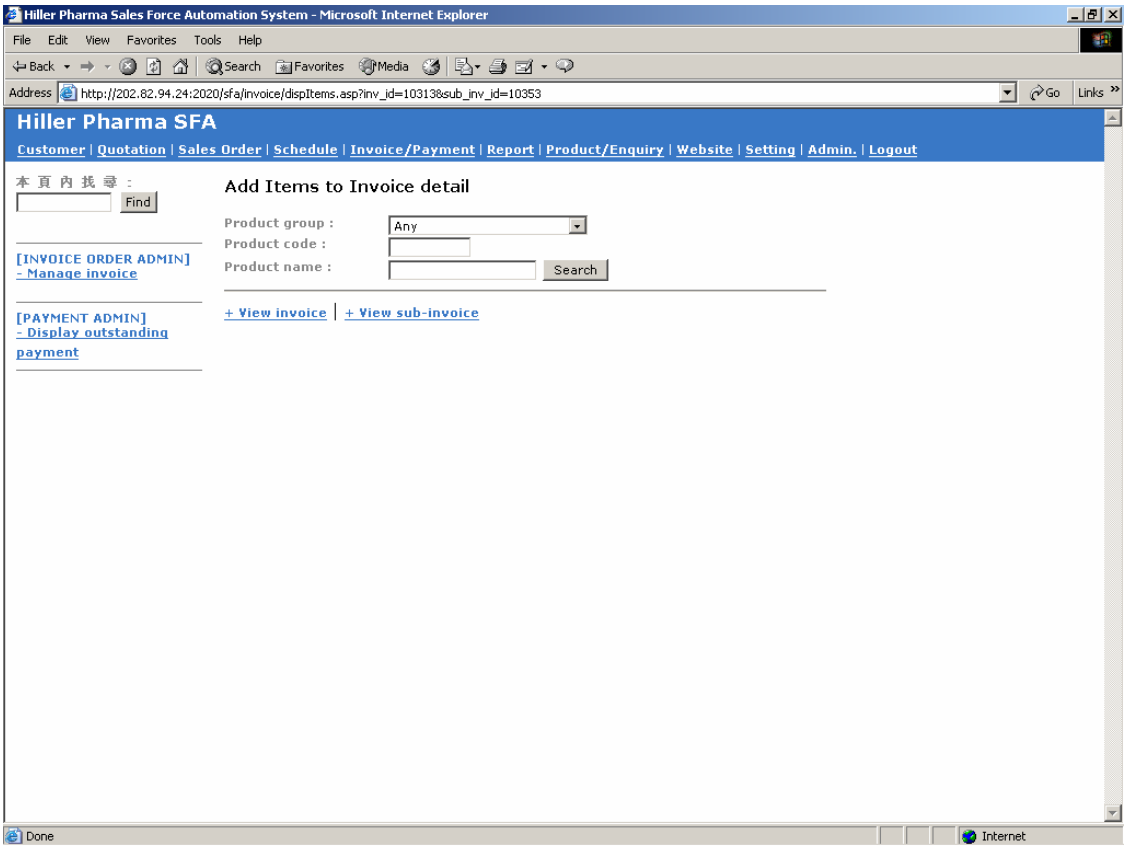
Manage Sub-Invoice

Each invoice must have at least one sub-invoice.

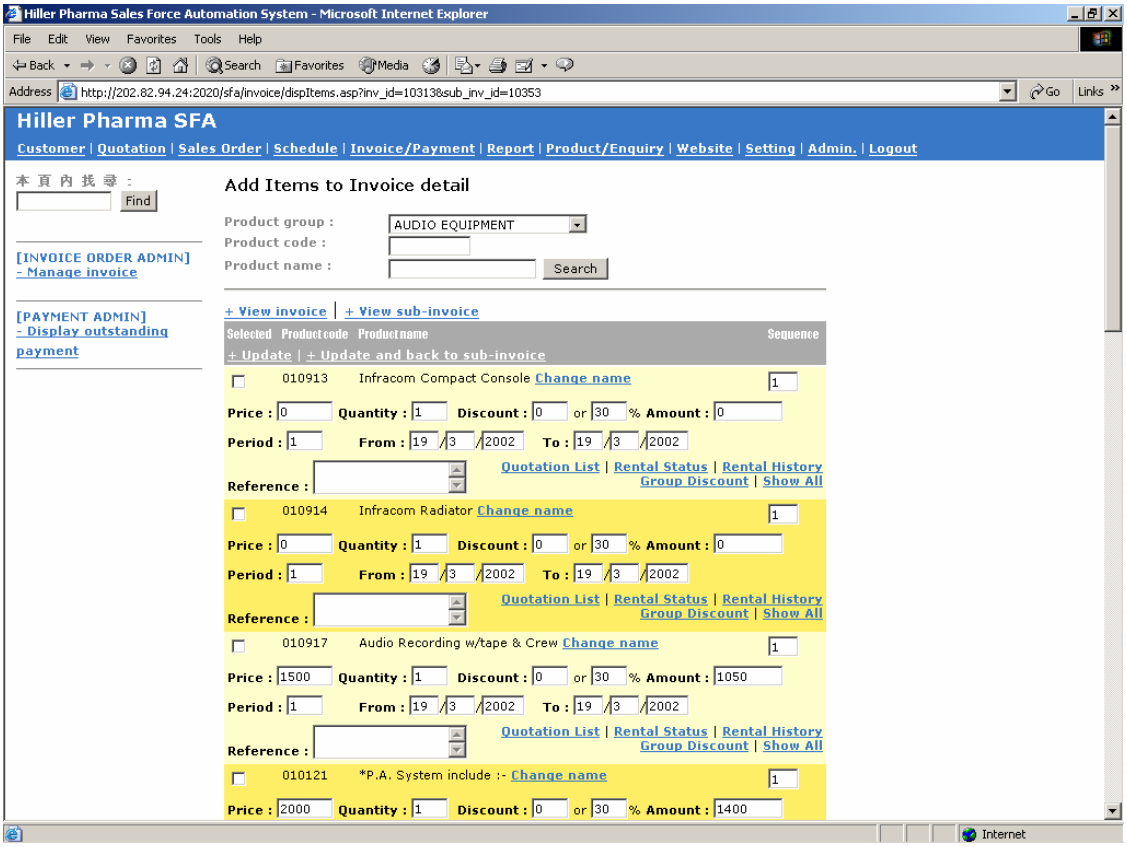

Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://202.82.94.24:2020/sfa/invoice/manageSubInv.asp?inv_id=10313&sub_inv_id=10353&action=View
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[INVOICE ORDER ADMIN]
- Manage invoice
[PAYMENT ADMIN]
- Display outstanding payment
View sub-invoice
Invoice: R20020338
Customer : Grand Hyatt Hong Kong
Rental period : From : 19/3/2002 To : 19/3/2002
Function name : Wacoal
Last Updated : 20/3/2002, 09:46 by Lee Chee Hui
Sub-quotation: R20020338-1
Invoice date: 13/3/2002
Rental period : From : 19/3/2002 To : 19/3/2002
Venue : Ballroom(CTRL.RM.), Grand Hyatt Hotel HK
Description :
Remark :
Group Discount :
Overall Discount : $0
Overall Discount Percentage : 0%
Sub-invoice amount : $3535
+ View invoice | + Modify | + Delete
Sequence Product code Product Description Reference
+ Update | + Add items |
1 010310 Mic, wireless UHF combo SAMSON #UR-5 (Single) 1xclip
Price: $350 Quantity: 1 Period: 1 Discount: $0 Discount%: 30% Amount: $245
1 080840 Projector, LCD SANYO #PLC-XF10E
Price: $3800 Quantity: 1 Period: 1 Discount: $0 Discount%: 30% Amount: $2660
1 080137 Switcher, Smart Cut 2 ANALOGWAY
Price: $500 Quantity: 1 Period: 1 Discount: $0 Discount%: 30% Amount: $350
1 080922 Switcher,VGA(6 in 1 out) EXTRON #SW6
Internet

Invoice information is shown at the top. The following is sub-invoice information. The three gray sections are item, package and accessories within the invoice.
View invoice– Back to the view invoice
Modify – Update all the sub-invoice detail
Delete - Remove the sub-invoice from the system permanently

Add Item to sub-invoice


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/invoice/dispItems.asp?inv_id=103138&sub_inv_id=10353
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[INVOICE ORDER ADMIN]
- Manage invoice
[PAYMENT ADMIN]
- Display outstanding payment
Add Items to Invoice detail
Product group :
Any
Product code :
Product name :
Search
+ View invoice | + View sub-invoice
Done
Internet

Search item by product group, product sub group, product code or product name
Product code – Exact match required
Product name – Keyword search


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://202.82.94.24:2020/sfa/invoice/dispItems.asp?inv_id=10313&sub_inv_id=10353
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本頁內找尋 :
Find
[INVOICE ORDER ADMIN]
- Manage invoice
[PAYMENT ADMIN]
- Display outstanding payment
Add Items to Invoice detail
Product group : AUDIO EQUIPMENT
Product code :
Product name :
Search
+ View invoice | + View sub-invoice
Selected Product code Product name Sequence
+ Update | + Update and back to sub-invoice
010913 Infracom Compact Console Change name 1
Price : 0 Quantity : 1 Discount : 0 or 30 % Amount : 0
Period : 1 From : 19 /3 /2002 To : 19 /3 /2002
Reference :
Quotation List | Rental Status | Rental History
Group Discount | Show All
010914 Infracom Radiator Change name 1
Price : 0 Quantity : 1 Discount : 0 or 30 % Amount : 0
Period : 1 From : 19 /3 /2002 To : 19 /3 /2002
Reference :
Quotation List | Rental Status | Rental History
Group Discount | Show All
010917 Audio Recording w/tape & Crew Change name 1
Price : 1500 Quantity : 1 Discount : 0 or 30 % Amount : 1050
Period : 1 From : 19 /3 /2002 To : 19 /3 /2002
Reference :
Quotation List | Rental Status | Rental History
Group Discount | Show All
010121 *P.A. System include :- Change name 1
Price : 2000 Quantity : 1 Discount : 0 or 30 % Amount : 1400
Internet

Tick the checkbox and fill in all the detail in order to add the item. Click “Update” to commit the change.

Change name – Rename the item and add to invoice

Quotation List – List all the quotation that has included the selected item

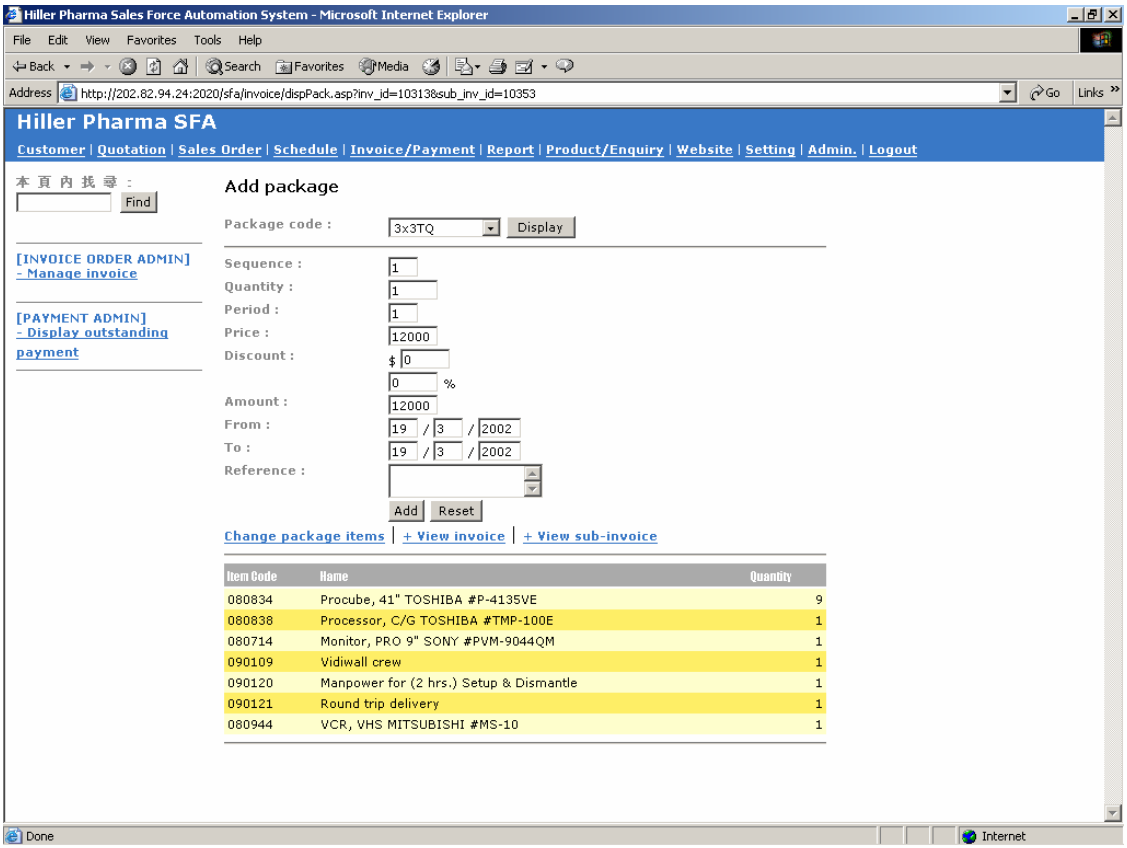
Rental Status – List all the sales order that has included the selected item

Rental History – List all the invoices that has included the selected item

Show All – Open quotation list, rental status and rental history at the same time

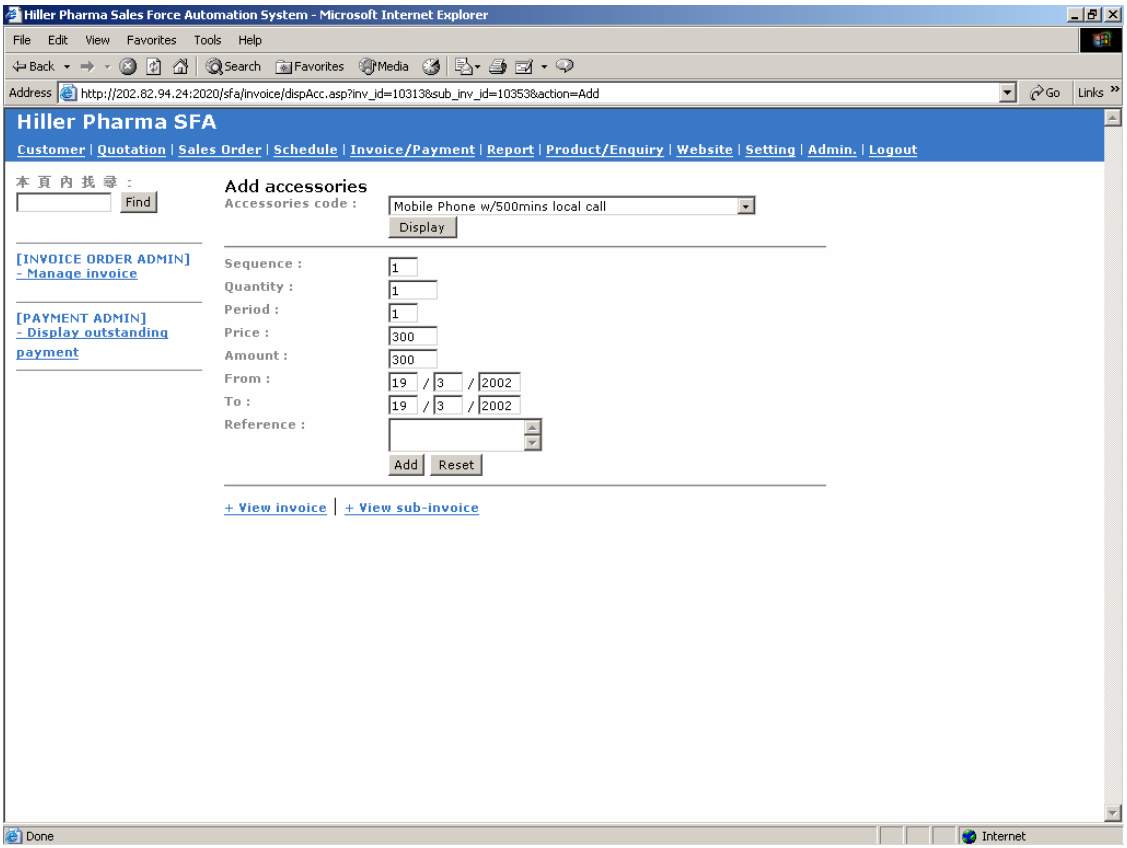
Group Discount – Set the group discount for the specified product group for this sub invoice.

Add Package to sub-invoice


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/invoice/dispPack.asp?inv_id=10313&sub_inv_id=10353
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[INVOICE ORDER ADMIN]
- Manage invoice
[PAYMENT ADMIN]
- Display outstanding payment
Add package
Package code : 3x3TQ Display
Sequence : 1
Quantity : 1
Period : 1
Price : 12000
Discount : $ 0
0 %
Amount : 12000
From : 19 / 3 / 2002
To : 19 / 3 / 2002
Reference :
Add Reset
Change package items | + View invoice | + View sub-invoice
Item Code Name Quantity
080834 Procube, 41" TOSHIBA #P-4135VE 9
080838 Processor, C/G TOSHIBA #TMP-100E 1
080714 Monitor, PRO 9" SONY #PVM-9044QM 1
090109 Vidiwall crew 1
090120 Manpower for (2 hrs.) Setup & Dismantle 1
090121 Round trip delivery 1
080944 VCR, VHS MITSUBISHI #MS-10 1
Done
Internet

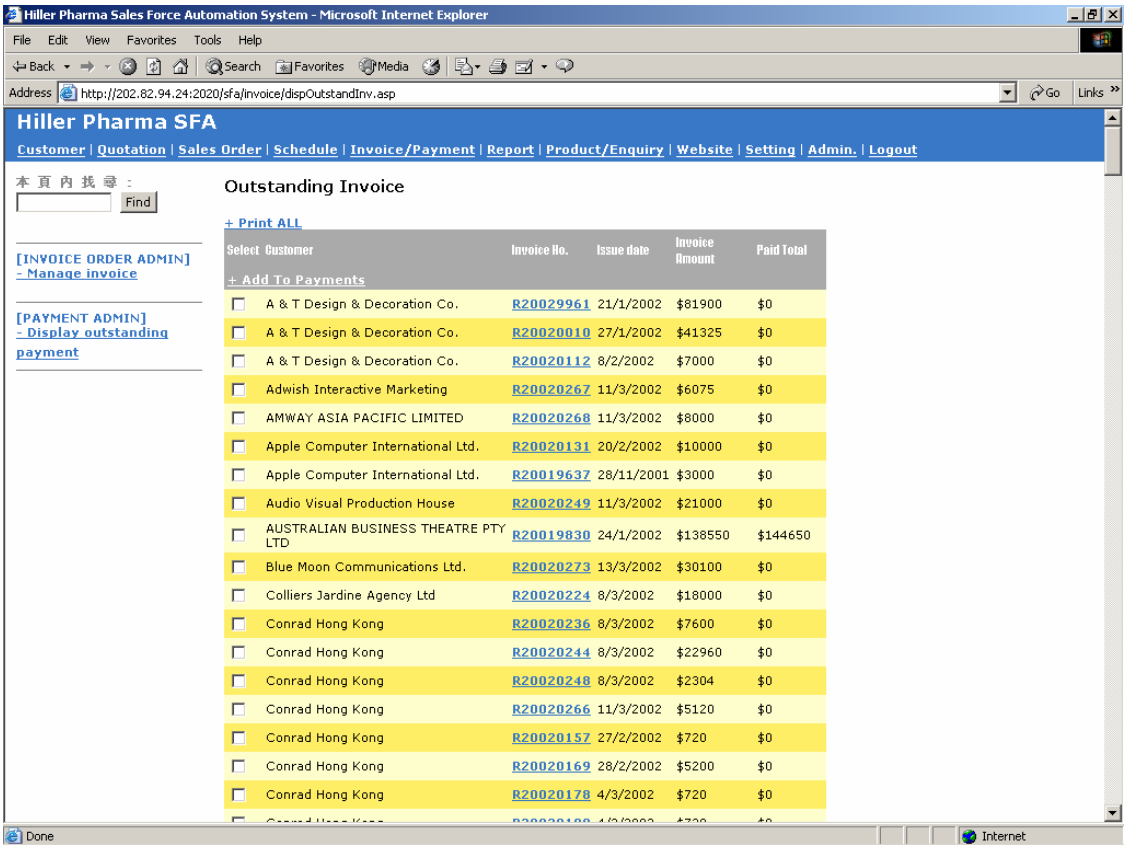
Select the package from the top drop down and input all the required information. The list at the bottom shows the items included in the package.
Change package items – Change the package header and package detail for this sub invoice. But it doesn't allow changing the item name in package detail.

Add Accessories to sub-invoice

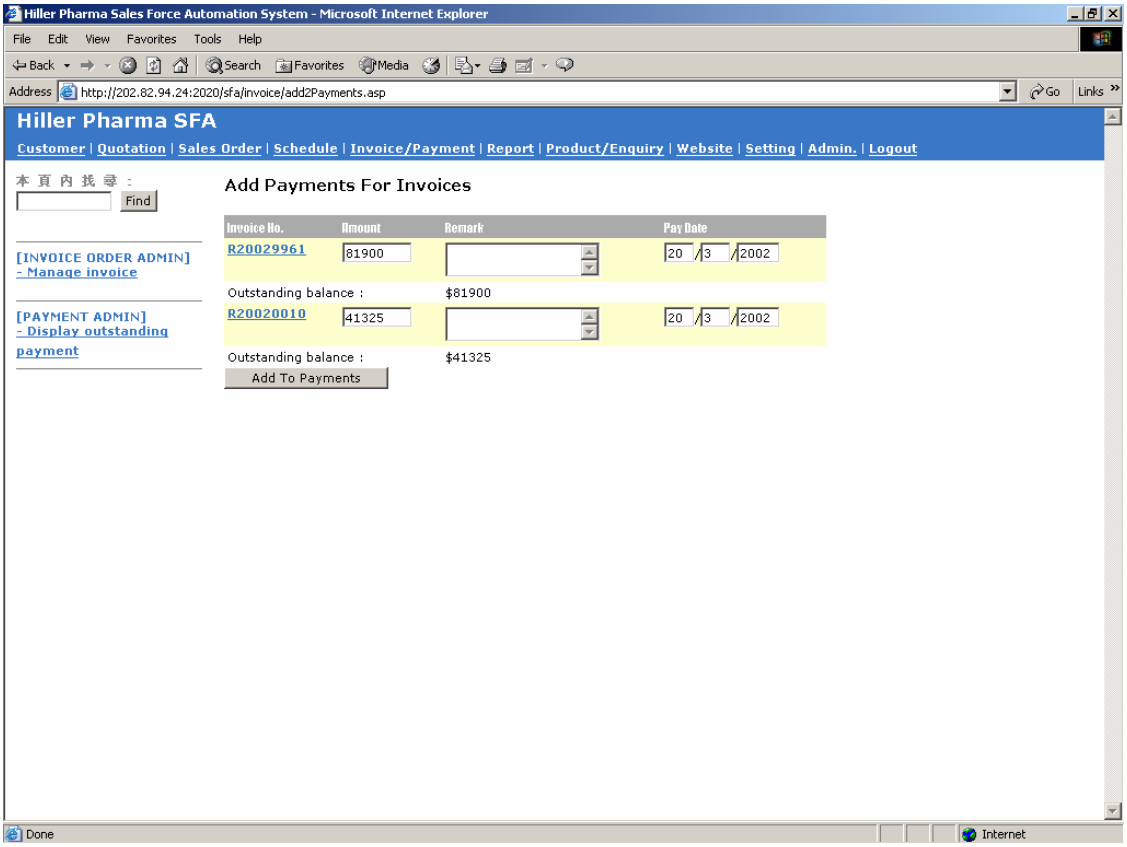

Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/invoice/dispAcc.asp?inv_id=10313&sub_inv_id=10353&action=Add
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[INVOICE ORDER ADMIN]
- Manage invoice
[PAYMENT ADMIN]
- Display outstanding payment
Add accessories
Accessories code :
Mobile Phone w/500mins local call
Display
Sequence : 1
Quantity : 1
Period : 1
Price : 300
Amount : 300
From : 19 / 3 / 2002
To : 19 / 3 / 2002
Reference :
Add Reset
+ View invoice | + View sub-invoice
Done
Internet

Select the accessories from the top drop down and input all the required information.

Display Outstanding Payment


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/invoice/dispOutstandInv.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[INVOICE ORDER ADMIN]
- Manage invoice
[PAYMENT ADMIN]
- Display outstanding payment
Outstanding Invoice
+ Print ALL
Select Customer
Invoice No.
Issue date
Invoice Amount
Paid Total
+ Add To Payments
A & T Design & Decoration Co. R20029961 21/1/2002 $81900 $0
A & T Design & Decoration Co. R20020010 27/1/2002 $41325 $0
A & T Design & Decoration Co. R20020112 8/2/2002 $7000 $0
Adwish Interactive Marketing R20020267 11/3/2002 $6075 $0
AMWAY ASIA PACIFIC LIMITED R20020268 11/3/2002 $8000 $0
Apple Computer International Ltd. R20020131 20/2/2002 $10000 $0
Apple Computer International Ltd. R20019637 28/11/2001 $3000 $0
Audio Visual Production House R20020249 11/3/2002 $21000 $0
AUSTRALIAN BUSINESS THEATRE PTY LTD R20019830 24/1/2002 $138550 $144650
Blue Moon Communications Ltd. R20020273 13/3/2002 $30100 $0
Colliers Jardine Agency Ltd R20020224 8/3/2002 $18000 $0
Conrad Hong Kong R20020236 8/3/2002 $7600 $0
Conrad Hong Kong R20020244 8/3/2002 $22960 $0
Conrad Hong Kong R20020248 8/3/2002 $2304 $0
Conrad Hong Kong R20020266 11/3/2002 $5120 $0
Conrad Hong Kong R20020157 27/2/2002 $720 $0
Conrad Hong Kong R20020169 28/2/2002 $5200 $0
Conrad Hong Kong R20020178 4/3/2002 $720 $0
Done
Internet

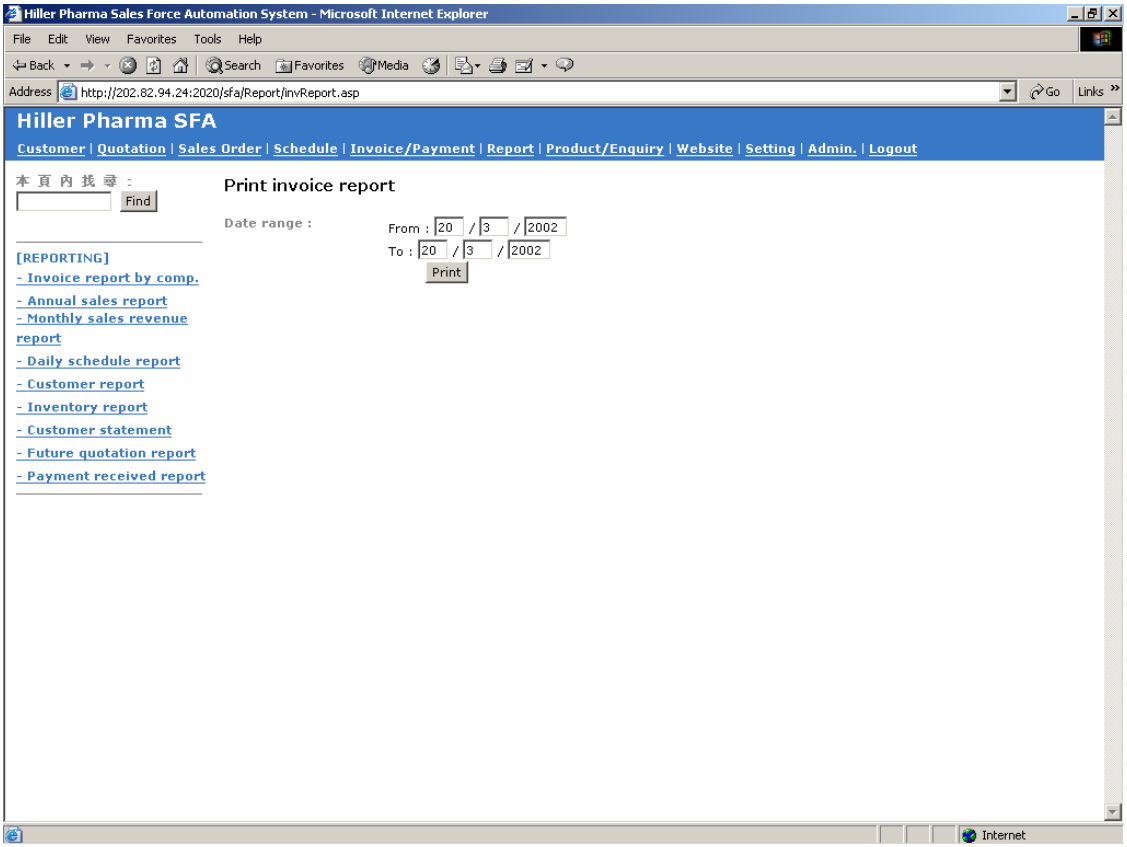
Display all the outstanding payment for all invoices. Select the appropriate invoice to add the payment details and click Add To Payments.



Input the payment amount, payment date and remark and click Add to Payments button for the confirmation.

Report

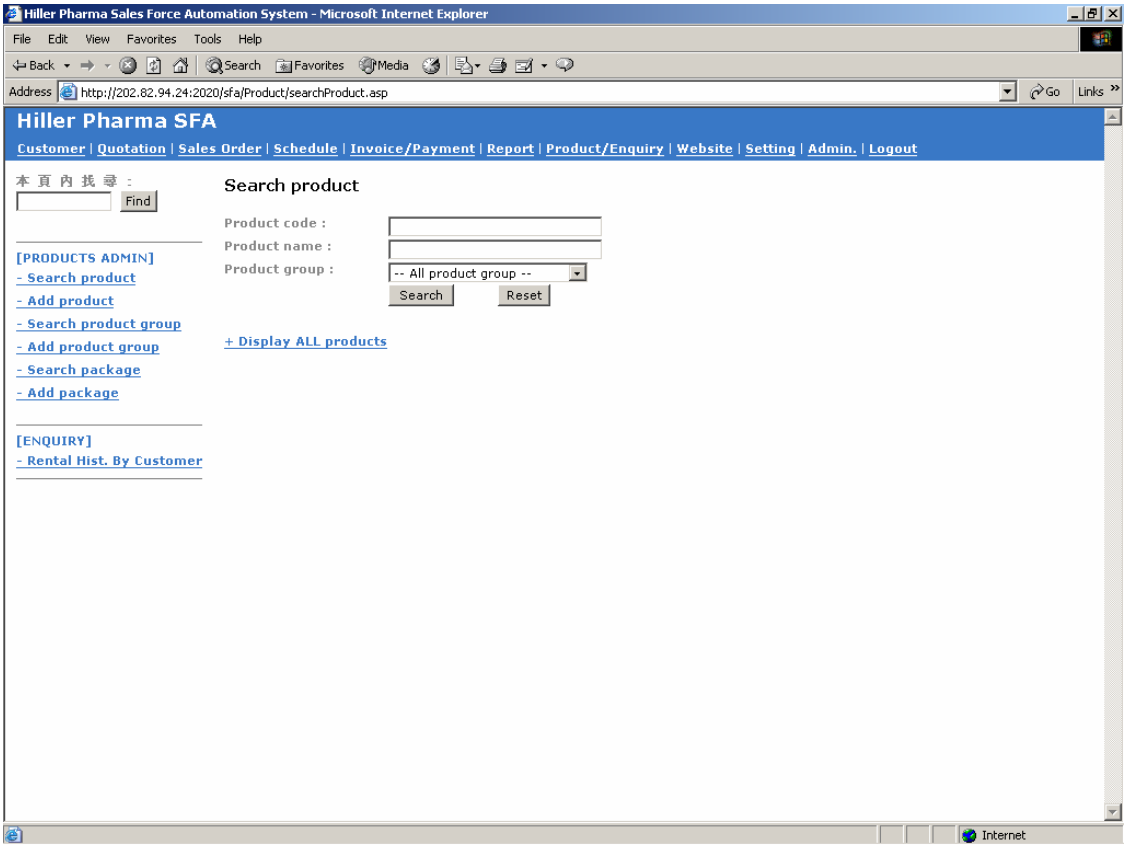
View Report


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Report/invReport.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[REPORTING]
- Invoice report by comp.
- Annual sales report
- Monthly sales revenue report
- Daily schedule report
- Customer report
- Inventory report
- Customer statement
- Future quotation report
- Payment received report
Print invoice report
Date range :
From : 20 / 3 / 2002
To : 20 / 3 / 2002
Print
Internet

All reports are available on the left side menu. Select the report and enter the date range if required.

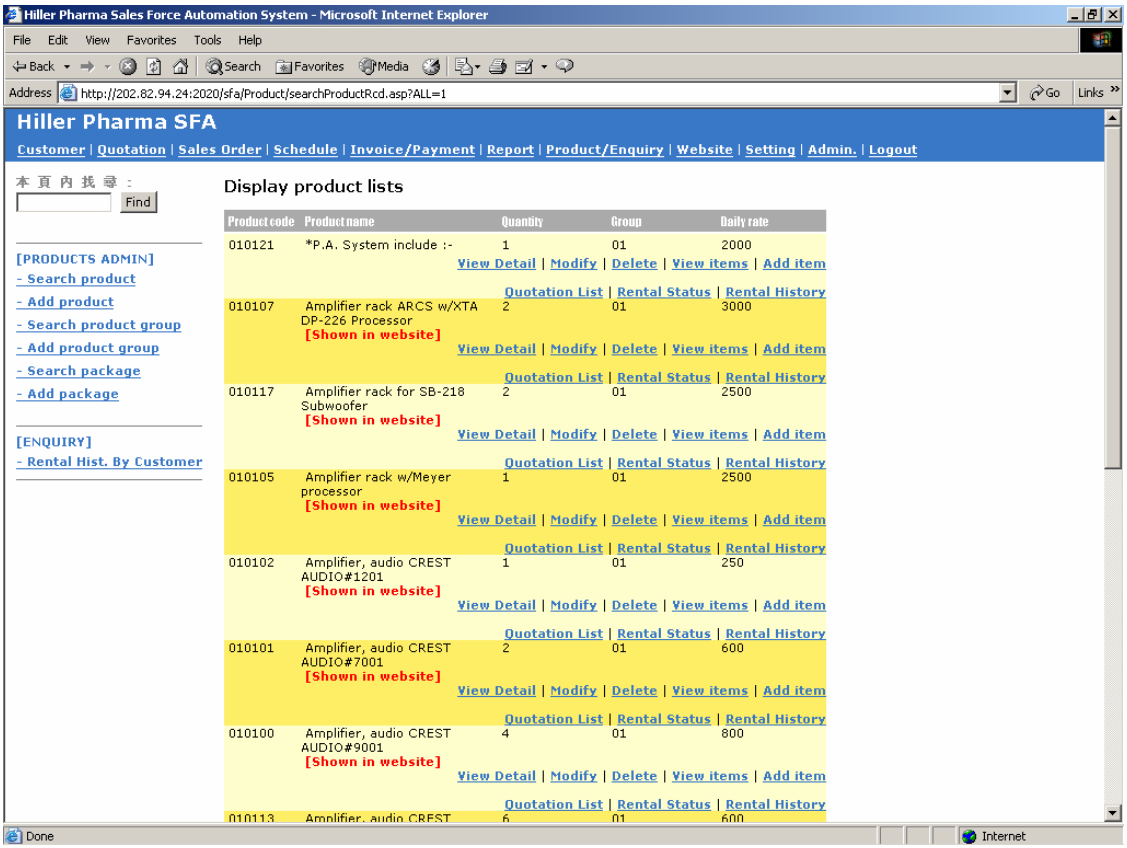
Product/Enquiry

Search Product


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Product/searchProduct.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[PRODUCTS ADMIN]
- Search product
- Add product
- Search product group
- Add product group
- Search package
- Add package
[ENQUIRY]
- Rental Hist. By Customer
Search product
Product code :
Product name :
Product group :
-- All product group --
Search
Reset
+ Display ALL products
Internet

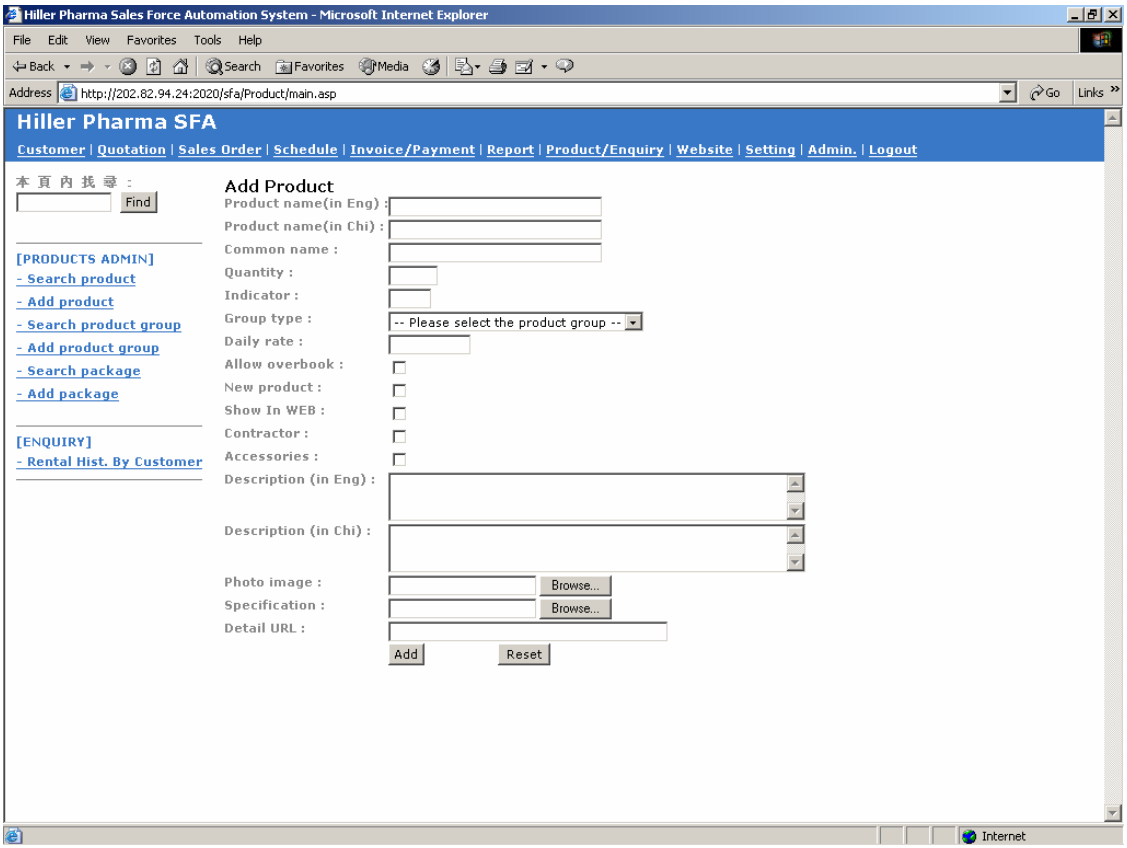
Locate the product for viewing and updating
Product Code – Exact match of product code
Product Name – Keyword search for product name
Product Group – Optional filtering criteria for product group and product sub group.
Display All – List all products

Search Product Result


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Product/searchProductRcd.asp?ALL=1
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[PRODUCTS ADMIN]
- Search product
- Add product
- Search product group
- Add product group
- Search package
- Add package
[ENQUIRY]
- Rental Hist. By Customer
Display product lists
Product code | Product name | Quantity | Group | Daily rate
010121 *P.A. System include :- 1 01 2000
View Detail | Modify | Delete | View items | Add item
Quotation List | Rental Status | Rental History
010107 Amplifier rack ARCS w/XTA DP-226 Processor [Shown in website] 2 01 3000
View Detail | Modify | Delete | View items | Add item
Quotation List | Rental Status | Rental History
010117 Amplifier rack for SB-218 Subwoofer [Shown in website] 2 01 2500
View Detail | Modify | Delete | View items | Add item
Quotation List | Rental Status | Rental History
010105 Amplifier rack w/Meyer processor [Shown in website] 1 01 2500
View Detail | Modify | Delete | View items | Add item
Quotation List | Rental Status | Rental History
010102 Amplifier, audio CREST AUDIO#1201 [Shown in website] 1 01 250
View Detail | Modify | Delete | View items | Add item
Quotation List | Rental Status | Rental History
010101 Amplifier, audio CREST AUDIO#7001 [Shown in website] 2 01 600
View Detail | Modify | Delete | View items | Add item
Quotation List | Rental Status | Rental History
010100 Amplifier, audio CREST AUDIO#9001 [Shown in website] 4 01 800
View Detail | Modify | Delete | View items | Add item
Quotation List | Rental Status | Rental History
010113 Amplifier, audio CREST 6 01 600
Done
Internet

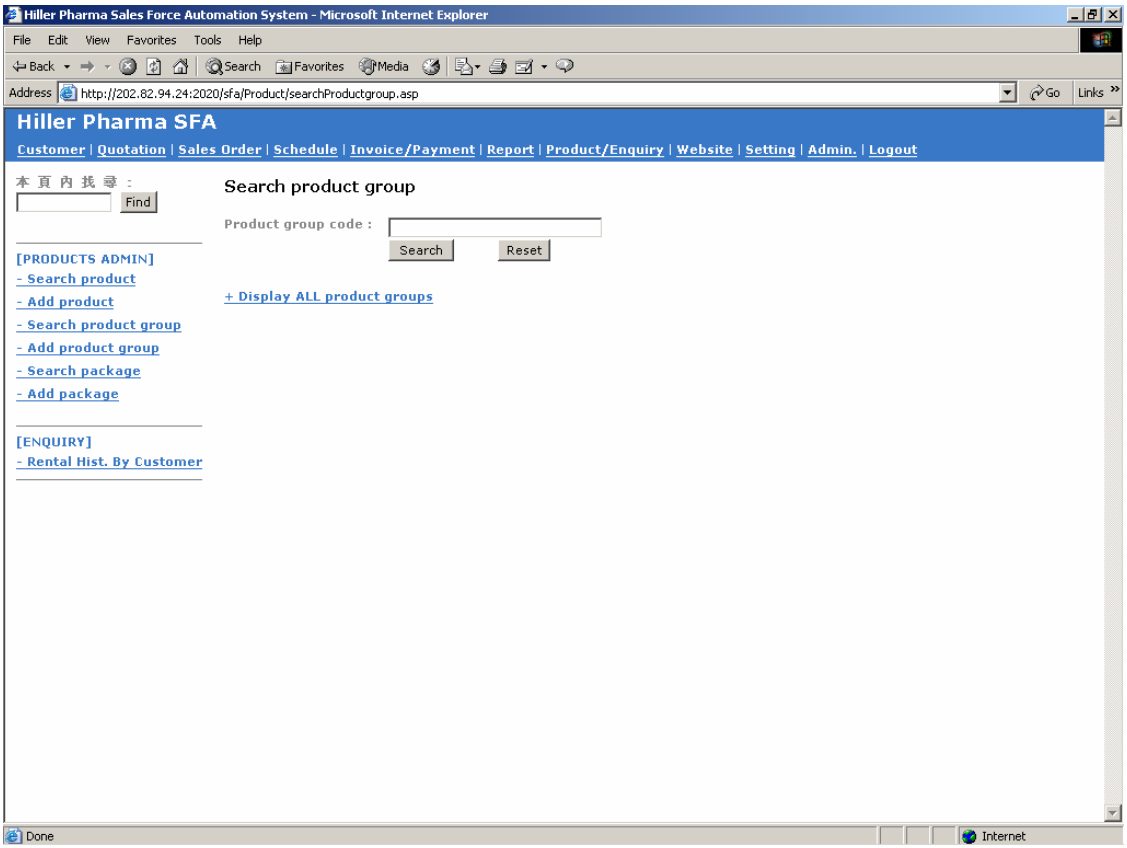
View Detail – Display detail of selected product
Modify – Update detail of selected product
Delete – Delete the product from system
View Items – Display list of individual items of selected product
Add Item – Add individual item of selected product
Quotation List – List all the quotation that has included the selected item
Rental Status – List all the sales order that has included the selected item
Rental History – List all the invoices that has included the selected item

Add Product



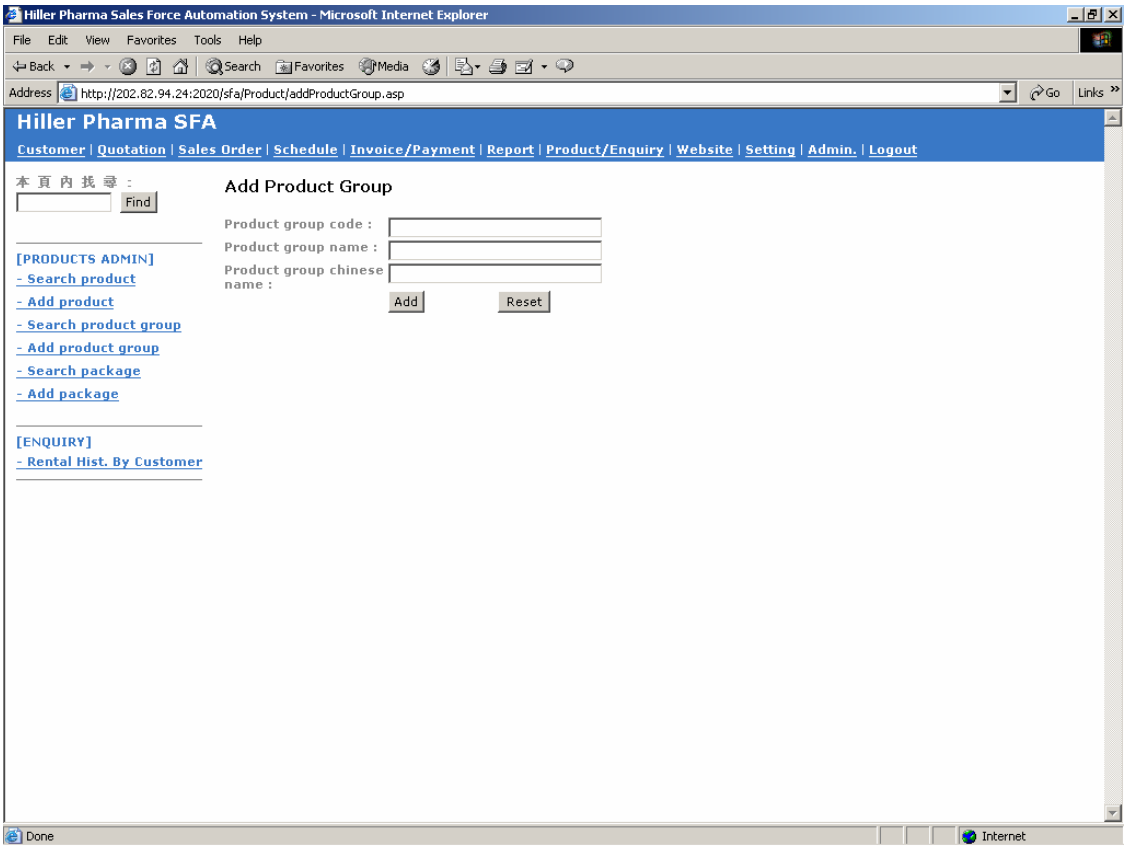
Product name and group type are compulsory field

Search Product Group


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Product/searchProductgroup.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[PRODUCTS ADMIN]
- Search product
- Add product
- Search product group
- Add product group
- Search package
- Add package
[ENQUIRY]
- Rental Hist. By Customer
Search product group
Product group code :
Search
Reset
+ Display ALL product groups
Done
Internet

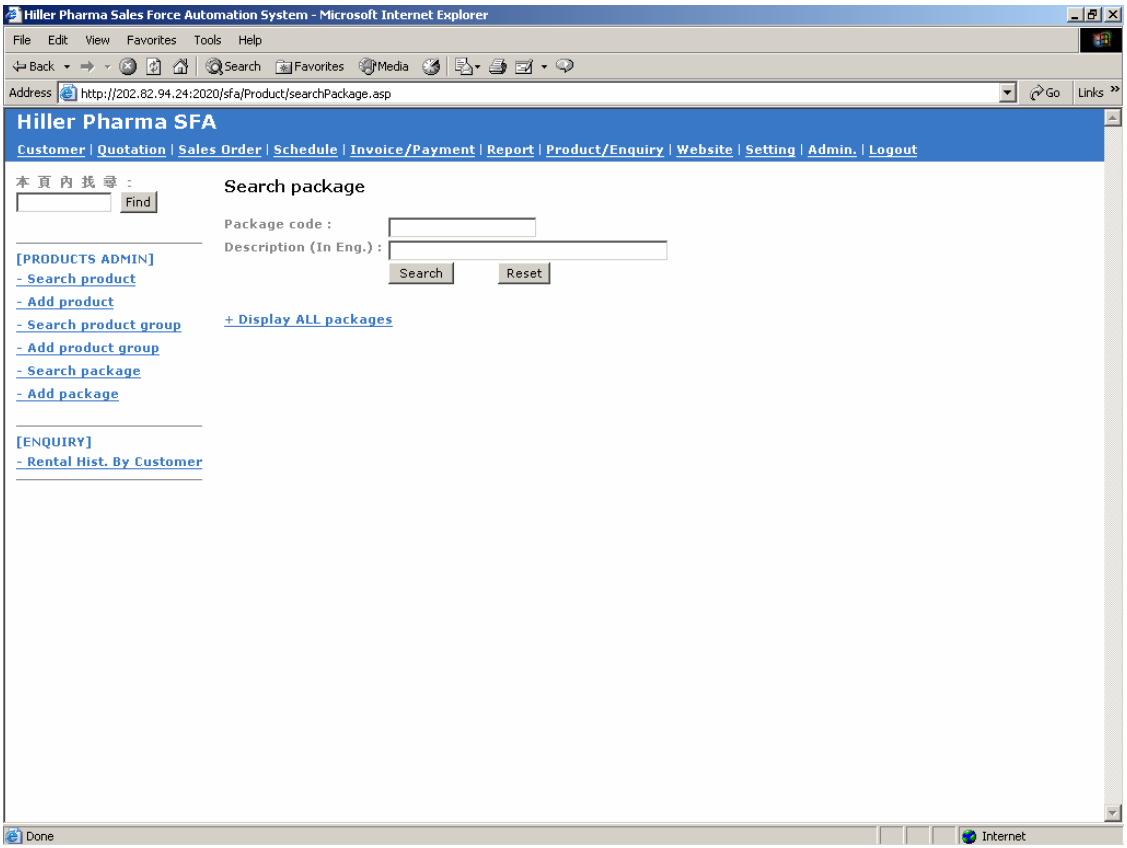
Locate and update all product groups

Add Product Group


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Product/addProductGroup.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[PRODUCTS ADMIN]
- Search product
- Add product
- Search product group
- Add product group
- Search package
- Add package
[ENQUIRY]
- Rental Hist. By Customer
Add Product Group
Product group code :
Product group name :
Product group chinese name :
Add
Reset
Done
Internet

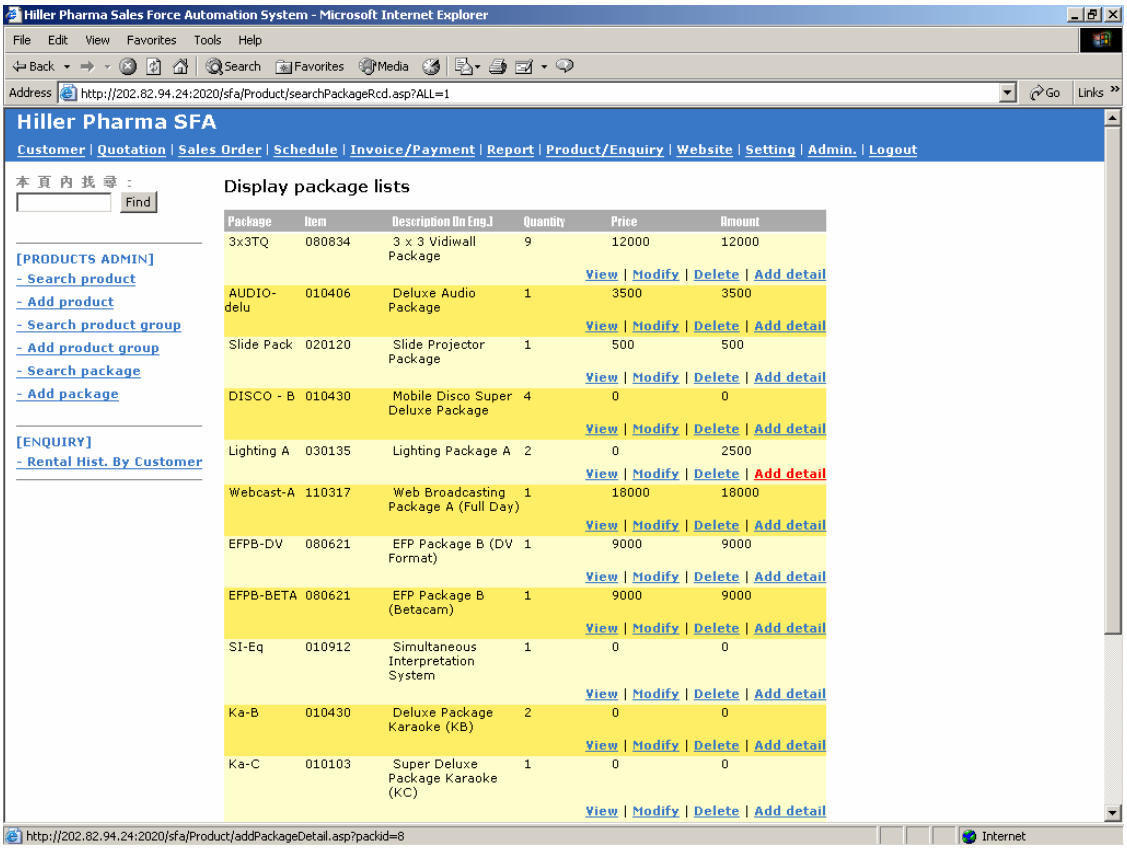
Product group code and product group name are compulsory fields.

Search Package



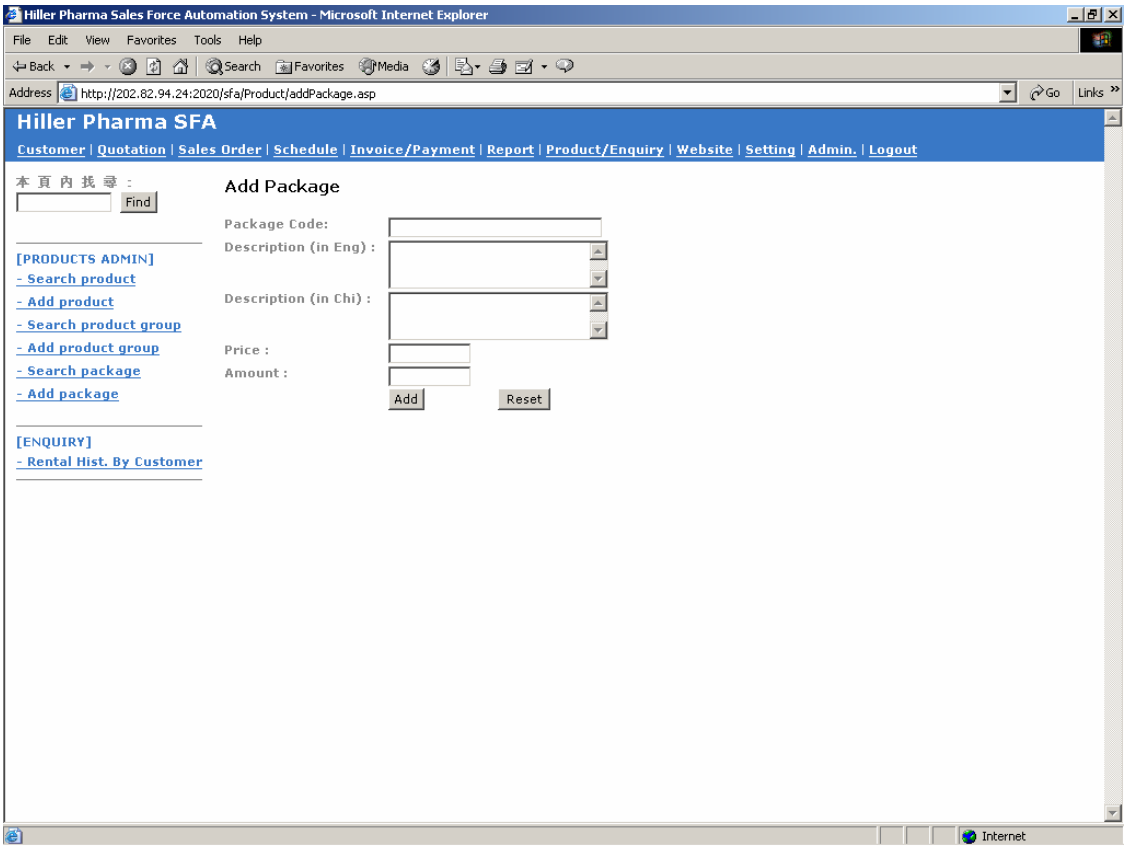
Locate and update package detail

Search Package Result


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Product/searchPackageRcd.asp?ALL=1
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[PRODUCTS ADMIN]
- Search product
- Add product
- Search product group
- Add product group
- Search package
- Add package
[ENQUIRY]
- Rental Hist. By Customer
Display package lists
Package Item Description On Eng.) Quantity Price Amount
3x3TQ 080834 3 x 3 Vidiwall Package 9 12000 12000
View | Modify | Delete | Add detail
AUDIO-delu 010406 Deluxe Audio Package 1 3500 3500
View | Modify | Delete | Add detail
Slide Pack 020120 Slide Projector Package 1 500 500
View | Modify | Delete | Add detail
DISCO - B 010430 Mobile Disco Super Deluxe Package 4 0 0
View | Modify | Delete | Add detail
Lighting A 030135 Lighting Package A 2 0 2500
View | Modify | Delete | Add detail
Webcast-A 110317 Web Broadcasting Package A (Full Day) 1 18000 18000
View | Modify | Delete | Add detail
EFPB-DV 080621 EFP Package B (DV Format) 1 9000 9000
View | Modify | Delete | Add detail
EFPB-BETA 080621 EFP Package B (Betacam) 1 9000 9000
View | Modify | Delete | Add detail
SI-Eq 010912 Simultaneous Interpretation System 1 0 0
View | Modify | Delete | Add detail
Ka-B 010430 Deluxe Package Karaoke (KB) 2 0 0
View | Modify | Delete | Add detail
Ka-C 010103 Super Deluxe Package Karaoke (KC) 1 0 0
View | Modify | Delete | Add detail
http://202.82.94.24:2020/sfa/Product/addPackageDetail.asp?packid=8
Internet

View – Display all the individual product and quantity within selected package
Modify – Update the package detail
Delete – Delete the package from system
Add Item – Add new product item into package

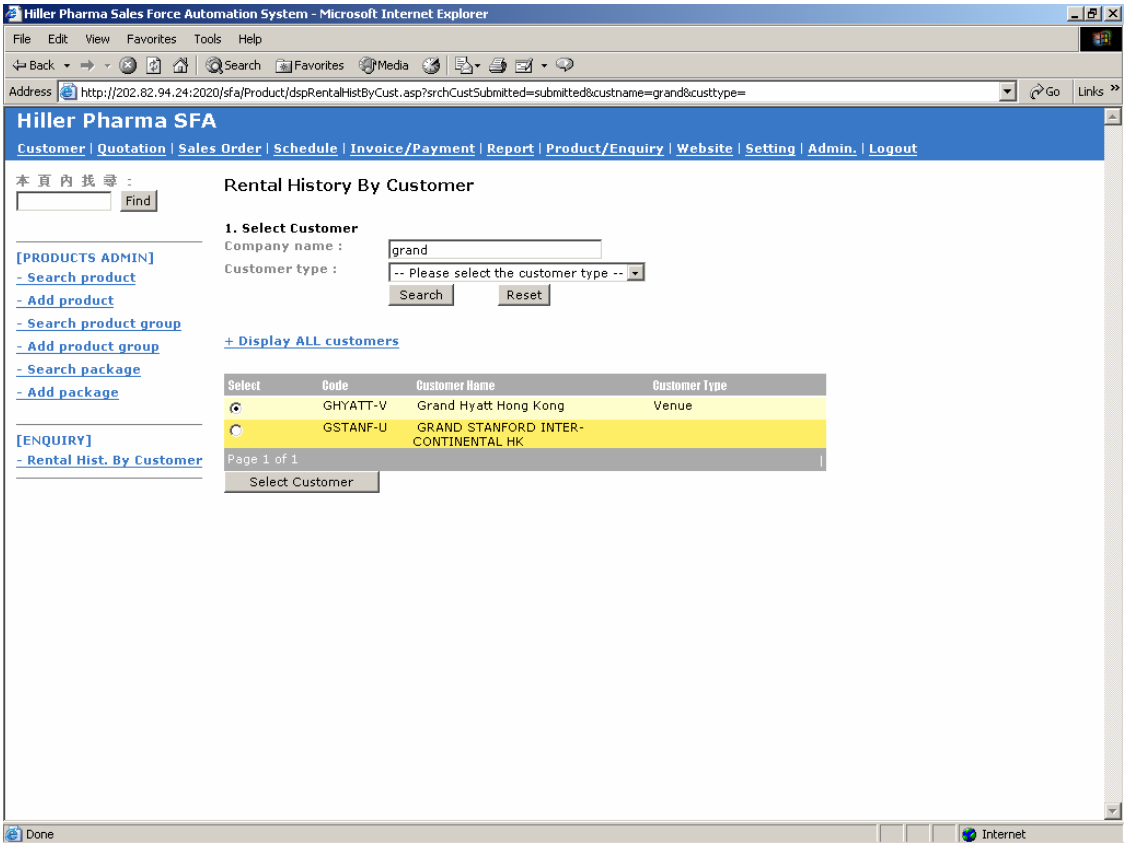
Add Package



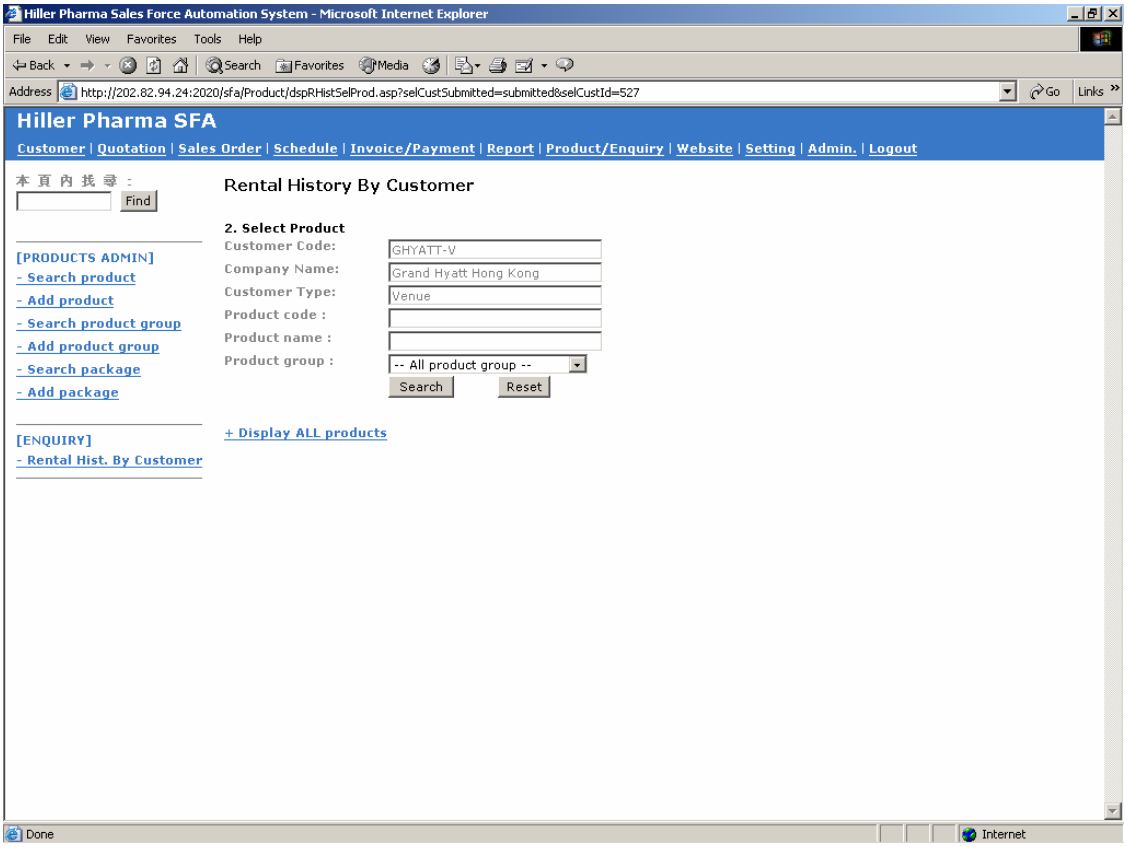
Package code and description in English are compulsory fields.

Rental History By Customer

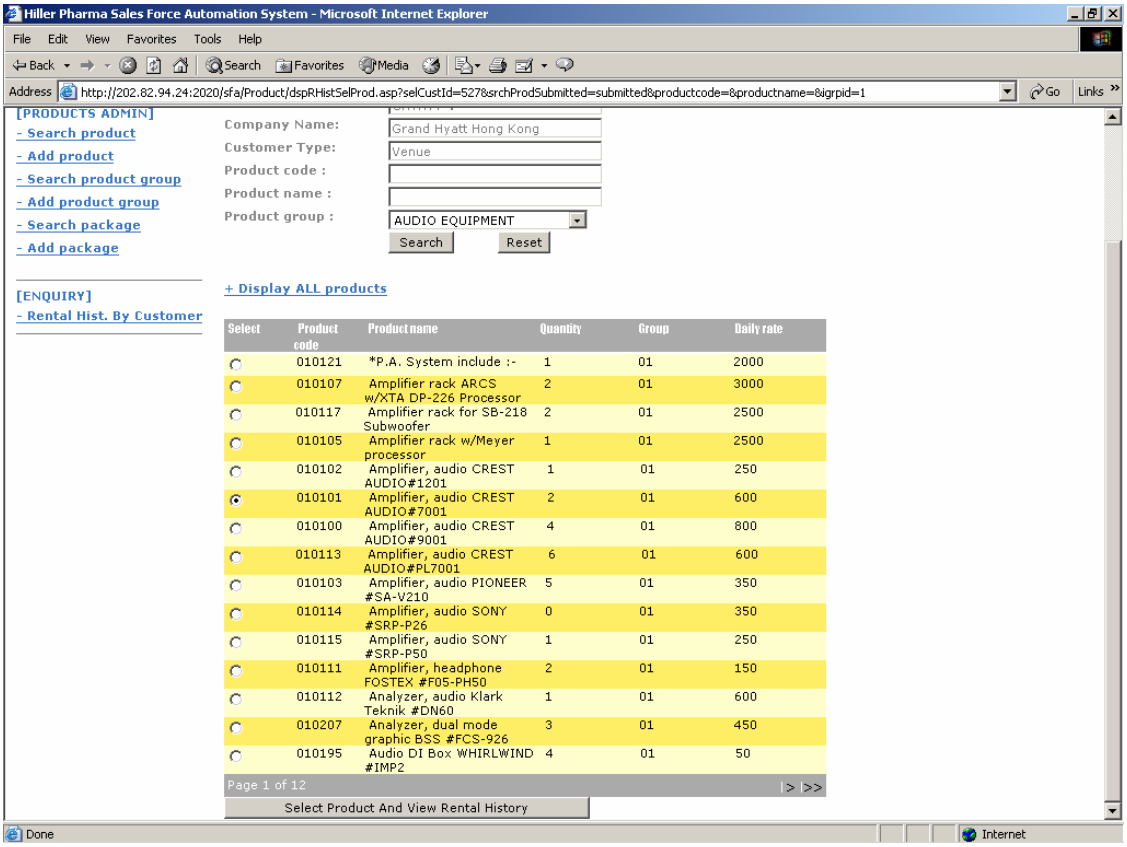
Search rental history based on the customer and specified product. The first step is to select customer and then select product.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Product/dspRentalHistByCust.asp?srchCustSubmitted=submitted&custname=grand&custtype=
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[PRODUCTS ADMIN]
- Search product
- Add product
- Search product group
- Add product group
- Search package
- Add package
[ENQUIRY]
- Rental Hist. By Customer
Rental History By Customer
1. Select Customer
Company name : grand
Customer type : -- Please select the customer type --
Search Reset
+ Display ALL customers
Select Code Customer Name Customer Type
GHYATT-V Grand Hyatt Hong Kong Venue
GSTANF-U GRAND STANFORD INTER-CONTINENTAL HK
Page 1 of 1
Select Customer
Done
Internet

Select customer can be searched by company name or customer type.

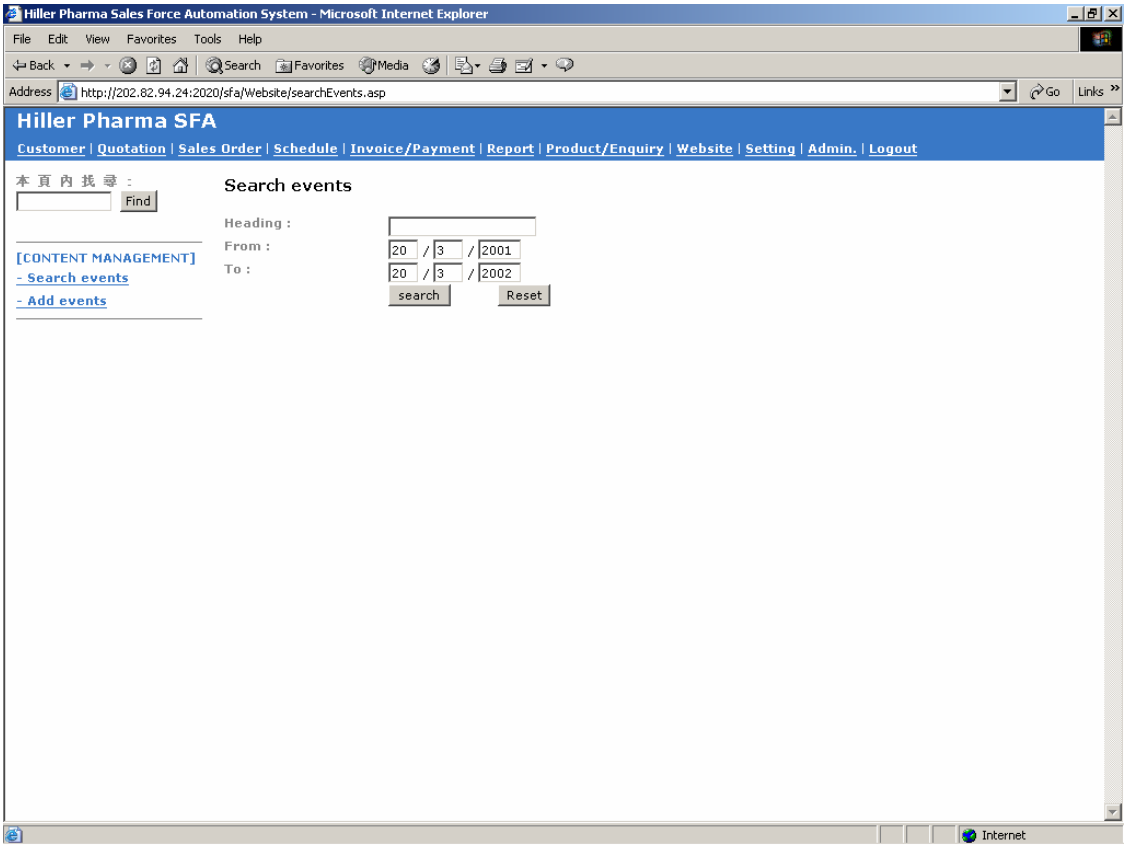

Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Product/dspRHistSelProd.asp?selCustSubmitted=submitted&selCustId=527
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[PRODUCTS ADMIN]
- Search product
- Add product
- Search product group
- Add product group
- Search package
- Add package
[ENQUIRY]
- Rental Hist. By Customer
Rental History By Customer
2. Select Product
Customer Code: GHYATT-V
Company Name: Grand Hyatt Hong Kong
Customer Type: Venue
Product code :
Product name :
Product group : -- All product group --
Search Reset
+ Display ALL products
Done
Internet

Once you should define the customer, you should select the product by product code, product name or product groups.

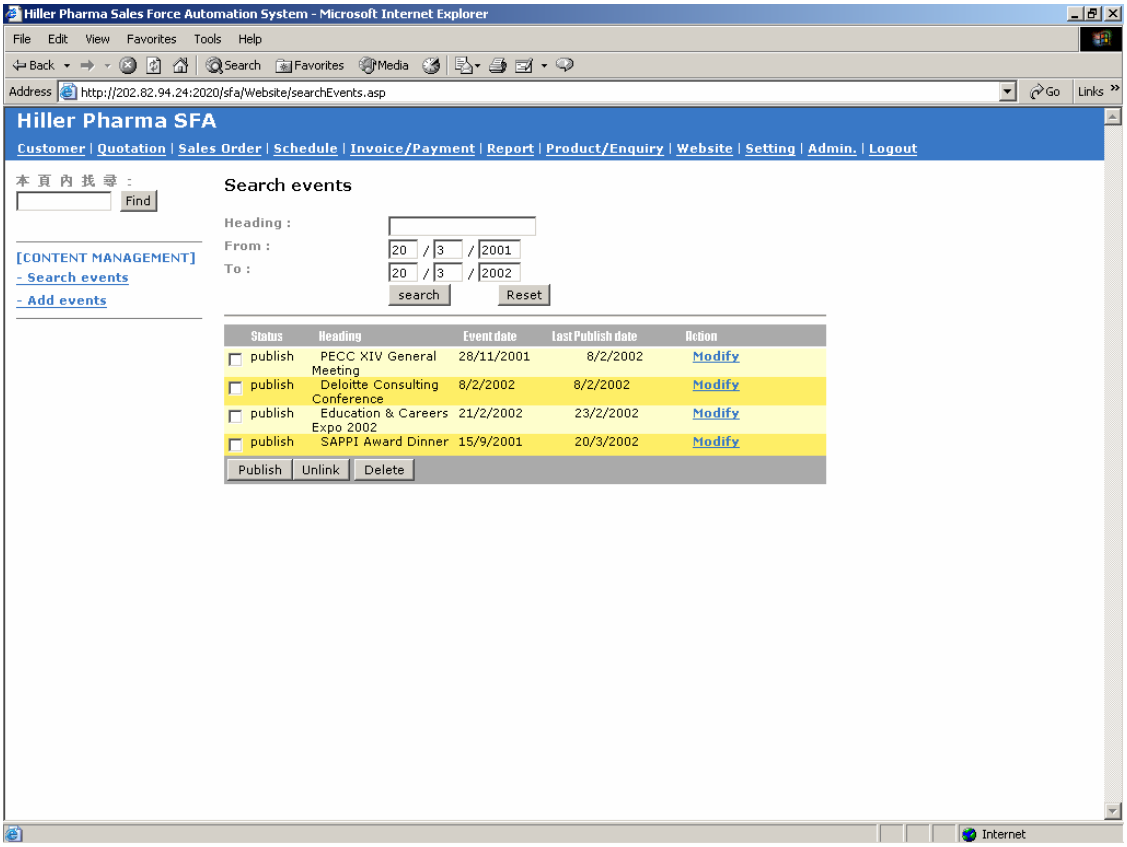

Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Product/dspRHistSelProd.asp?selCustId=5278&srchProdSubmitted=submitted&productcode=&productname=&igrpid=1
Go Links
[PRODUCTS ADMIN]
- Search product
- Add product
- Search product group
- Add product group
- Search package
- Add package
[ENQUIRY]
- Rental Hist. By Customer
Company Name: Grand Hyatt Hong Kong
Customer Type: Venue
Product code :
Product name :
Product group : AUDIO EQUIPMENT
Search Reset
+ Display ALL products
Select Product code Product name Quantity Group Daily rate
010121 *P.A. System include :- 1 01 2000
010107 Amplifier rack ARCS w/XTA DP-226 Processor 2 01 3000
010117 Amplifier rack for SB-218 Subwoofer 2 01 2500
010105 Amplifier rack w/Meyer processor 1 01 2500
010102 Amplifier, audio CREST AUDIO#1201 1 01 250
010101 Amplifier, audio CREST AUDIO#7001 2 01 600
010100 Amplifier, audio CREST AUDIO#9001 4 01 800
010113 Amplifier, audio CREST AUDIO#PL7001 6 01 600
010103 Amplifier, audio PIONEER #SA-V210 5 01 350
010114 Amplifier, audio SONY #SRP-P26 0 01 350
010115 Amplifier, audio SONY #SRP-P50 1 01 250
010111 Amplifier, headphone FOSTEX #F05-PH50 2 01 150
010112 Analyzer, audio Klark Teknik #DN60 1 01 600
010207 Analyzer, dual mode graphic BSS #FCS-926 3 01 450
010195 Audio DI Box WHIRLWIND #IMP2 4 01 50
Page 1 of 12 > >>
Select Product And View Rental History
Done
Internet

Finally, select the desired product item and click Select Product and view Rental History to check the result.

Website

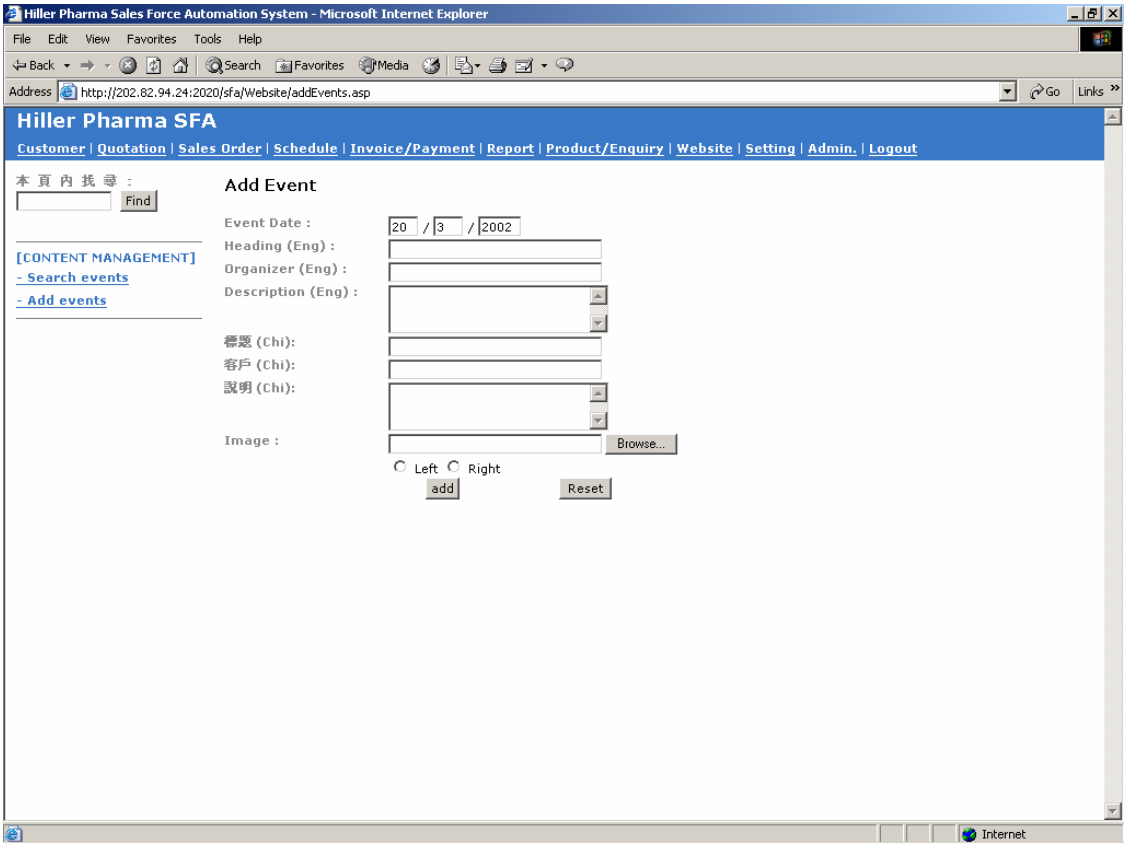

Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Website/searchEvents.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[CONTENT MANAGEMENT]
- Search events
- Add events
Search events
Heading :
From :
To :
20 / 3 / 2001
20 / 3 / 2002
search
Reset
Internet

Manage the events in the Events page of Hiller Pharma's website. You can search the event based on heading, from-date and to-date.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Website/searchEvents.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[CONTENT MANAGEMENT]
- Search events
- Add events
Search events
Heading :
From : 20 / 3 / 2001
To : 20 / 3 / 2002
search
Reset
Status
Heading
Event date
Last Publish date
Action
publish PECC XIV General Meeting 28/11/2001 8/2/2002 Modify
publish Deloitte Consulting Conference 8/2/2002 8/2/2002 Modify
publish Education & Careers Expo 2002 21/2/2002 23/2/2002 Modify
publish SAPPI Award Dinner 15/9/2001 20/3/2002 Modify
Publish
Unlink
Delete
Internet

Once the searching events page is displayed, you can perform the following actions.

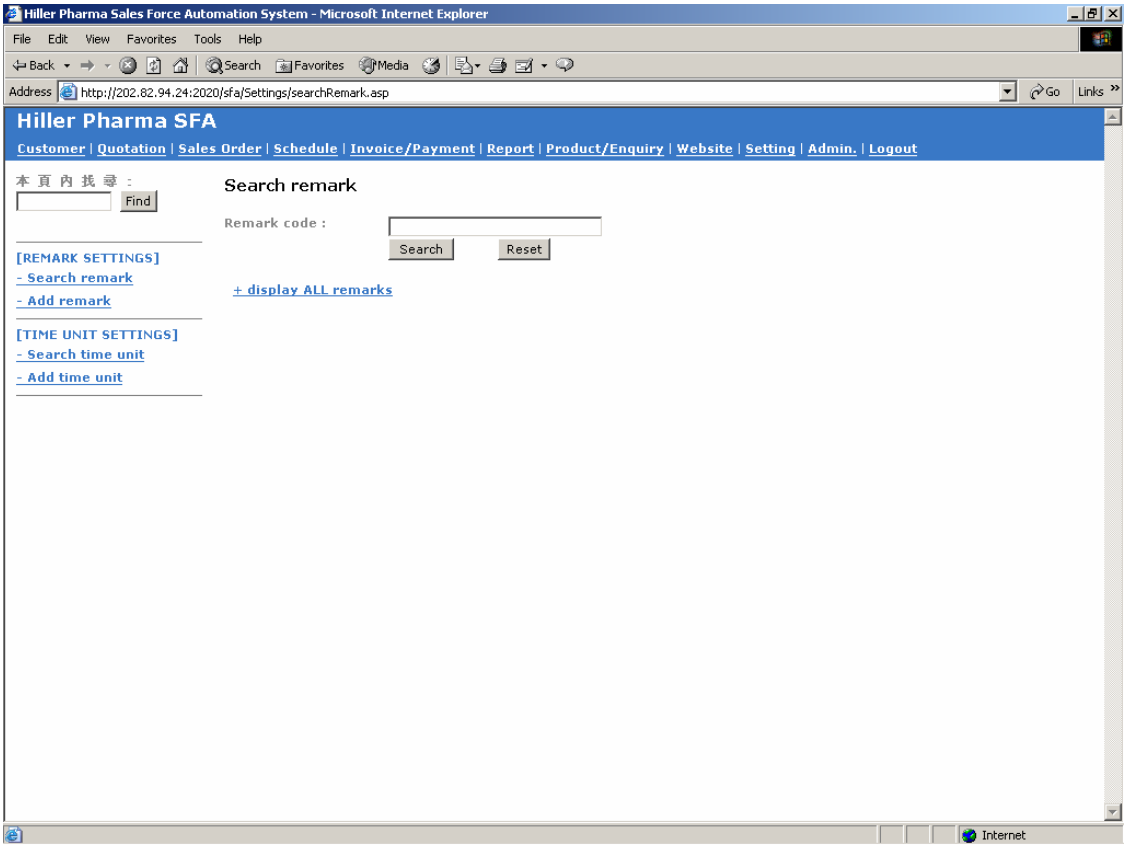
Modify – Modify the event information.
Publish – Publish this event to the website
Unlink – Remove the events from the website
Delete – Delete the event permanently



Add the new event to the system and the event date and heading are the compulsory fields.

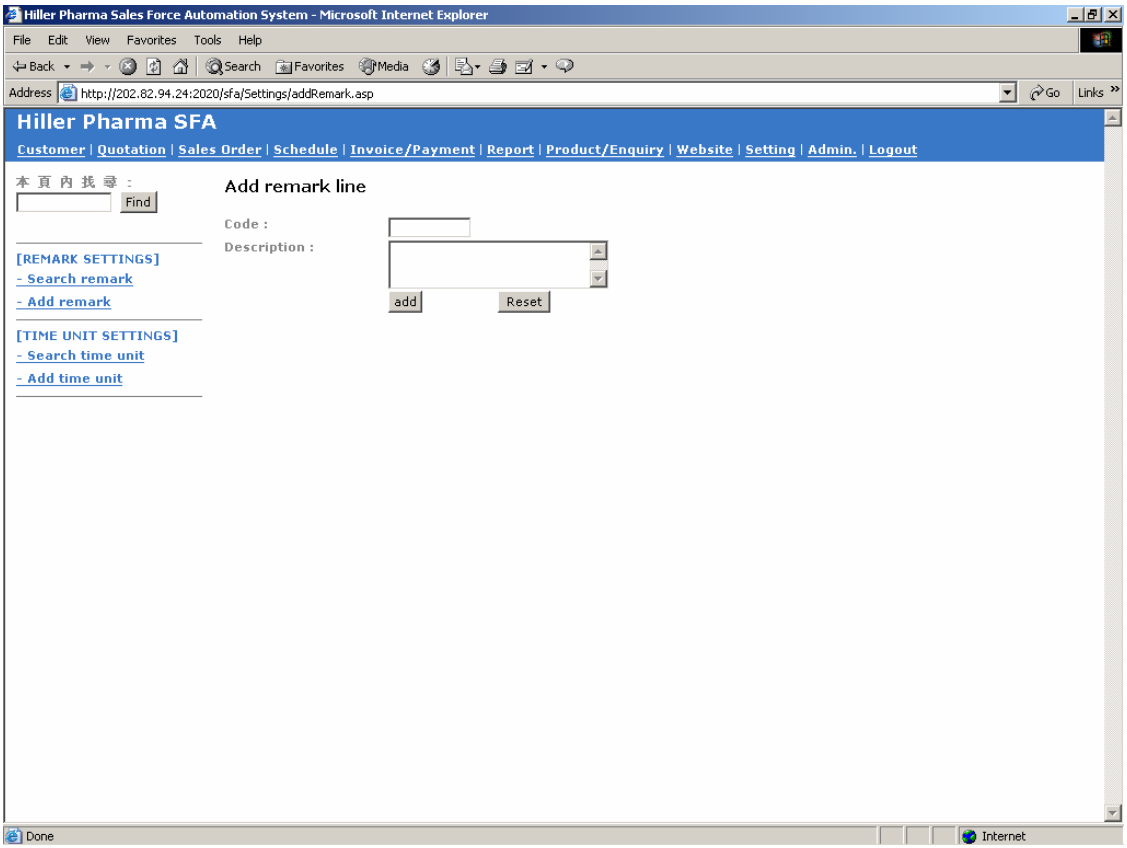
Setting

Search Remark


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Settings/searchRemark.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[REMARK SETTINGS]
- Search remark
- Add remark
[TIME UNIT SETTINGS]
- Search time unit
- Add time unit
Search remark
Remark code :
Search
Reset
+ display ALL remarks
Internet

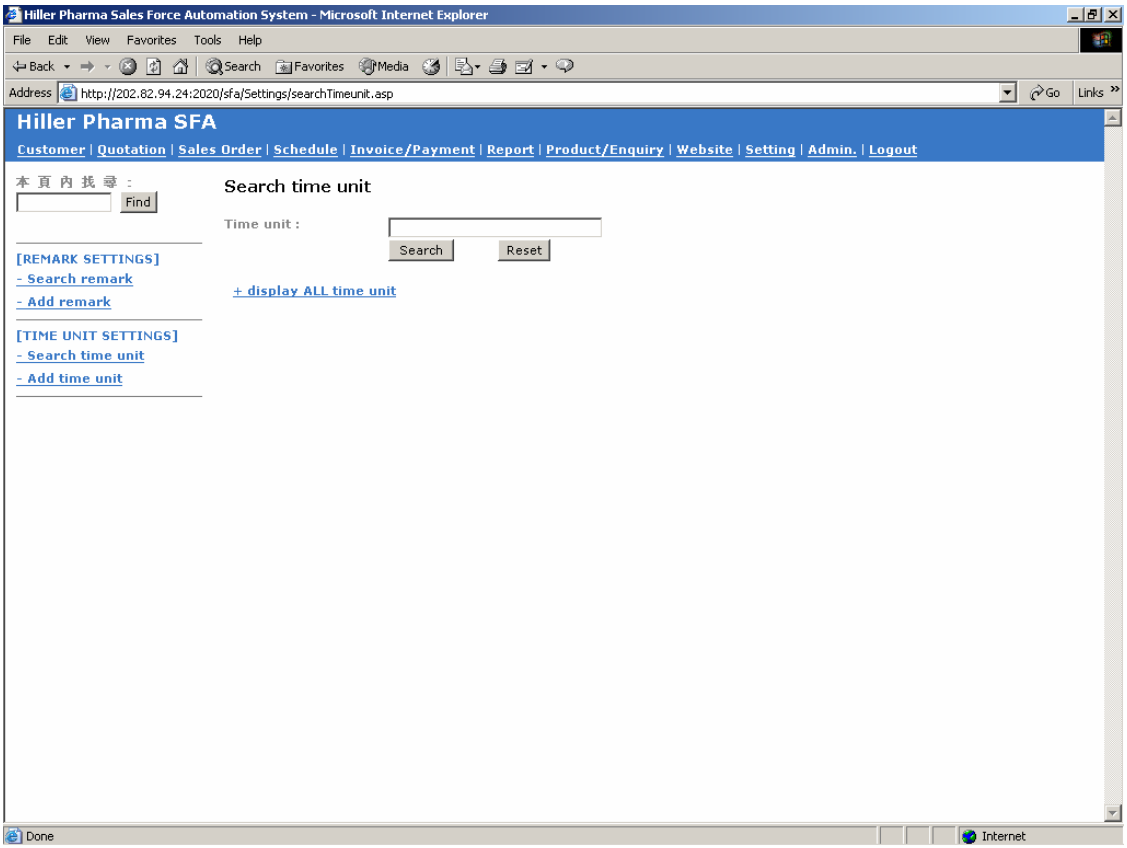
List and update all the system wide remark

Add Remark



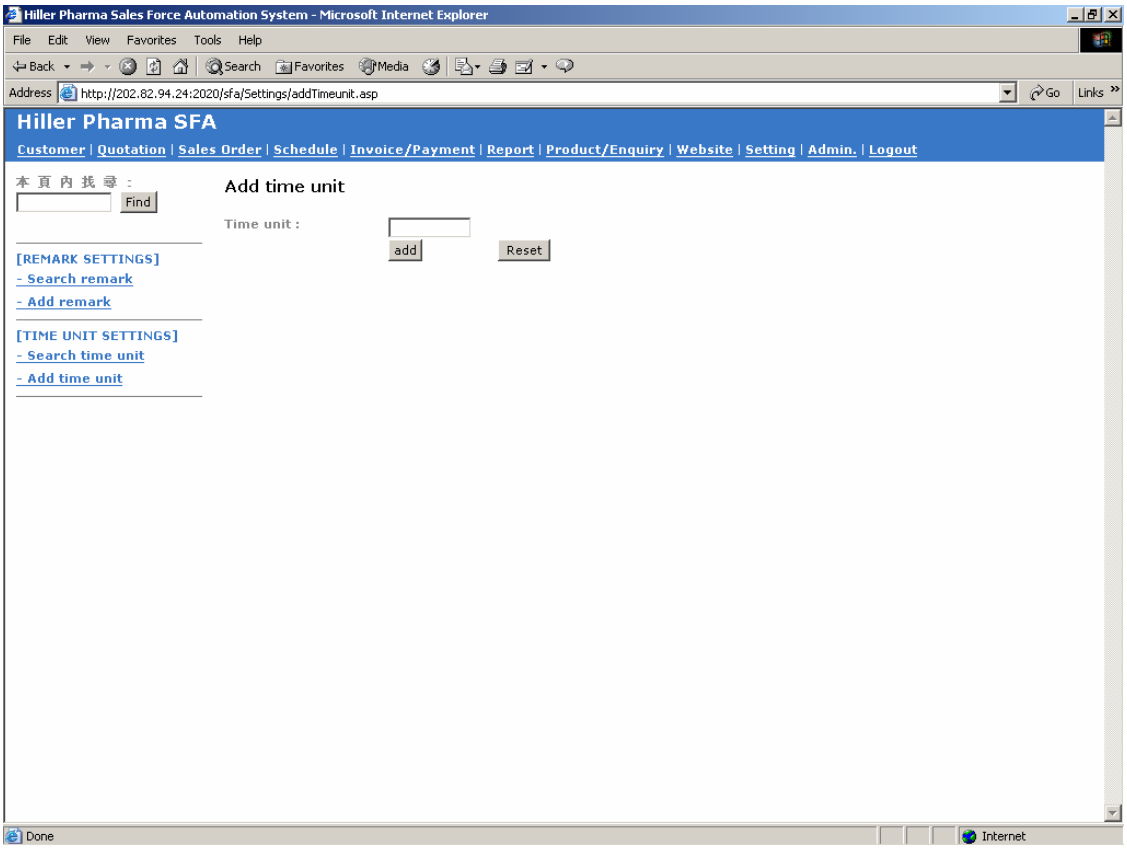
Code and description are compulsory fields.

Search Time Unit


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Settings/searchTimeunit.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[REMARK SETTINGS]
- Search remark
- Add remark
[TIME UNIT SETTINGS]
- Search time unit
- Add time unit
Search time unit
Time unit :
Search
Reset
+ display ALL time unit
Done
Internet

List and update all system wide time unit

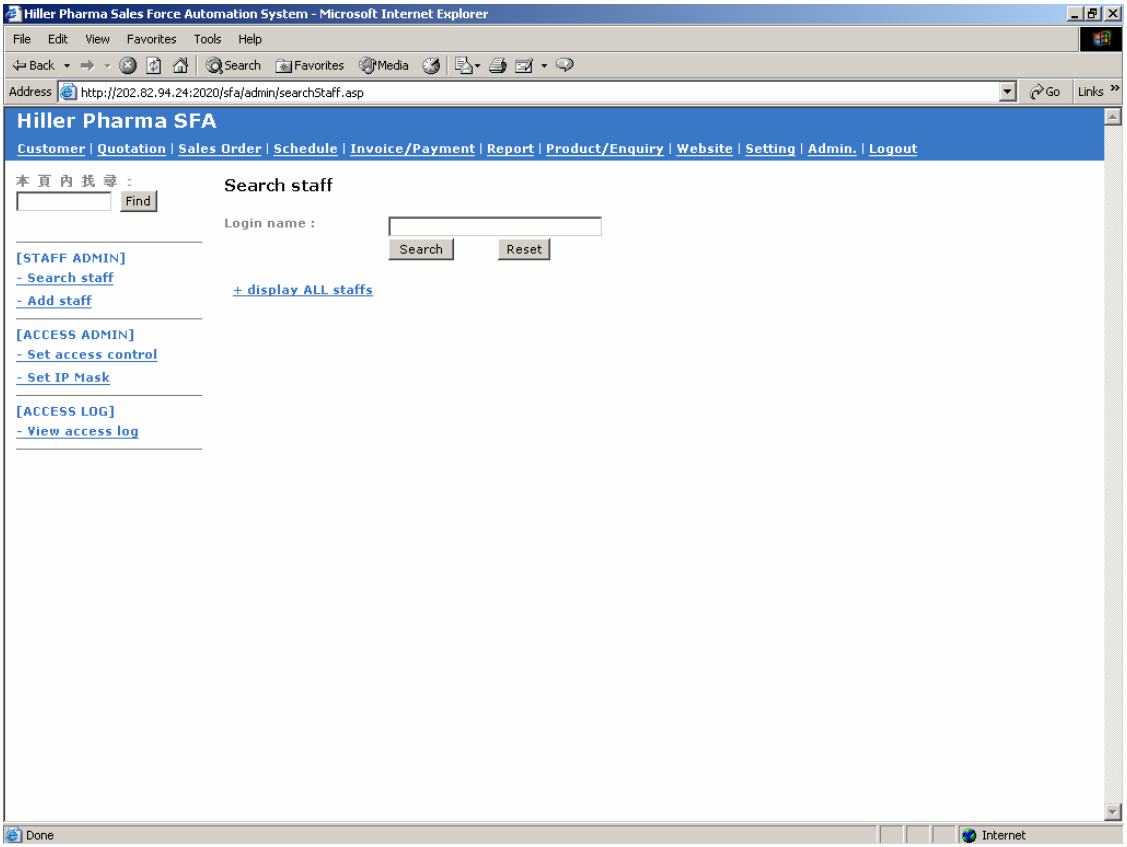
Add Time Unit


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/Settings/addTimeunit.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[REMARK SETTINGS]
- Search remark
- Add remark
[TIME UNIT SETTINGS]
- Search time unit
- Add time unit
Add time unit
Time unit :
add
Reset
Done
Internet

Time unit is compulsory field.

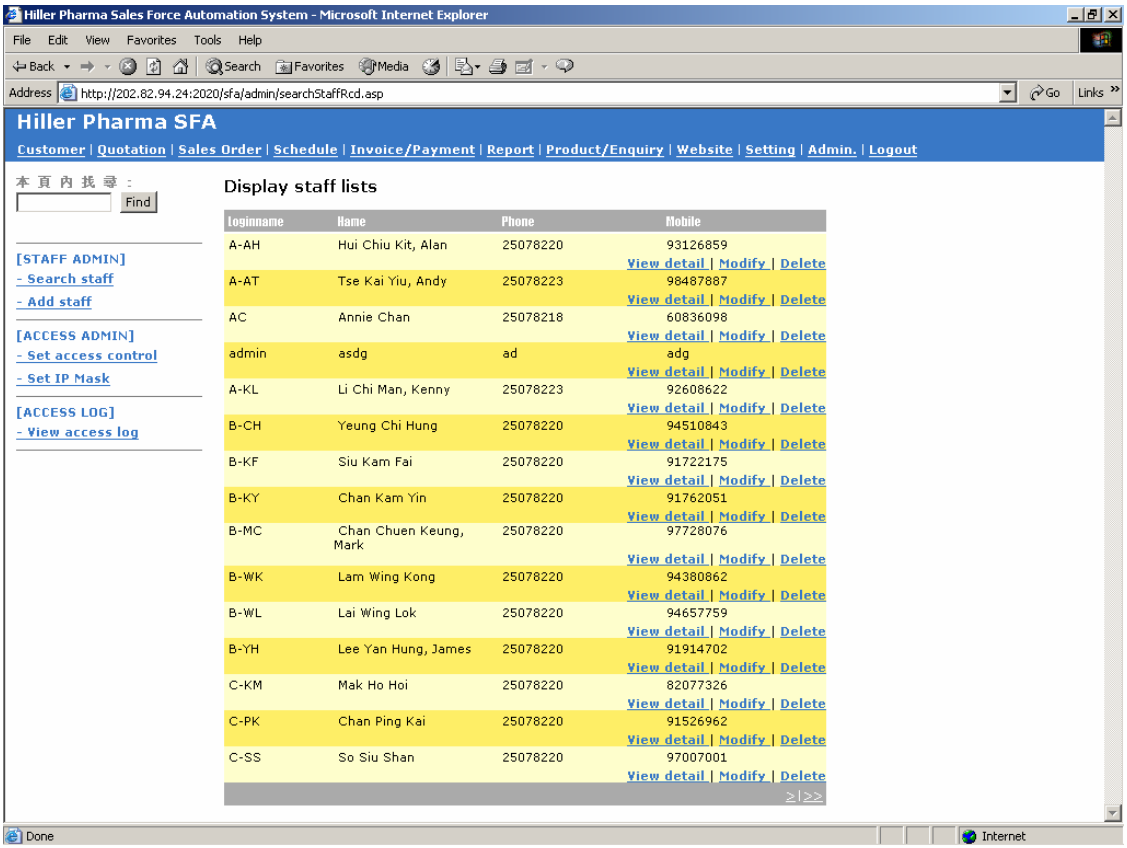
Admin

Search Staff



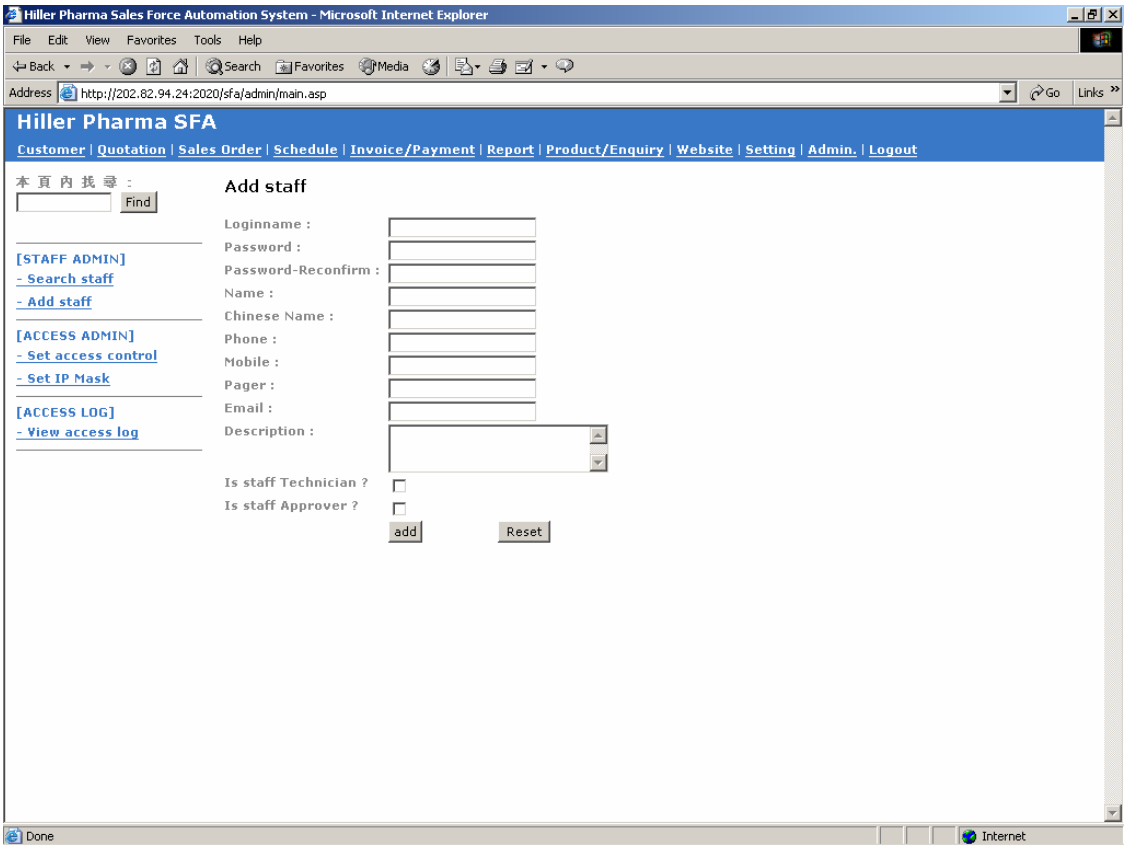
Login Name – Keyword search for staff name
Display All Staffs – List of all staff records

Search Staff Result


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/admin/searchStaffRcd.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[STAFF ADMIN]
- Search staff
- Add staff
[ACCESS ADMIN]
- Set access control
- Set IP Mask
[ACCESS LOG]
- View access log
Display staff lists
Loginname Name Phone Mobile
A-AH Hui Chiu Kit, Alan 25078220 93126859 View detail | Modify | Delete
A-AT Tse Kai Yiu, Andy 25078223 98487887 View detail | Modify | Delete
AC Annie Chan 25078218 60836098 View detail | Modify | Delete
admin asdg ad adg View detail | Modify | Delete
A-KL Li Chi Man, Kenny 25078223 92608622 View detail | Modify | Delete
B-CH Yeung Chi Hung 25078220 94510843 View detail | Modify | Delete
B-KF Siu Kam Fai 25078220 91722175 View detail | Modify | Delete
B-KY Chan Kam Yin 25078220 91762051 View detail | Modify | Delete
B-MC Chan Chuen Keung, Mark 25078220 97728076 View detail | Modify | Delete
B-WK Lam Wing Kong 25078220 94380862 View detail | Modify | Delete
B-WL Lai Wing Lok 25078220 94657759 View detail | Modify | Delete
B-YH Lee Yan Hung, James 25078220 91914702 View detail | Modify | Delete
C-KM Mak Ho Hoi 25078220 82077326 View detail | Modify | Delete
C-PK Chan Ping Kai 25078220 91526962 View detail | Modify | Delete
C-SS So Siu Shan 25078220 97007001 View detail | Modify | Delete
>|>>
Done
Internet

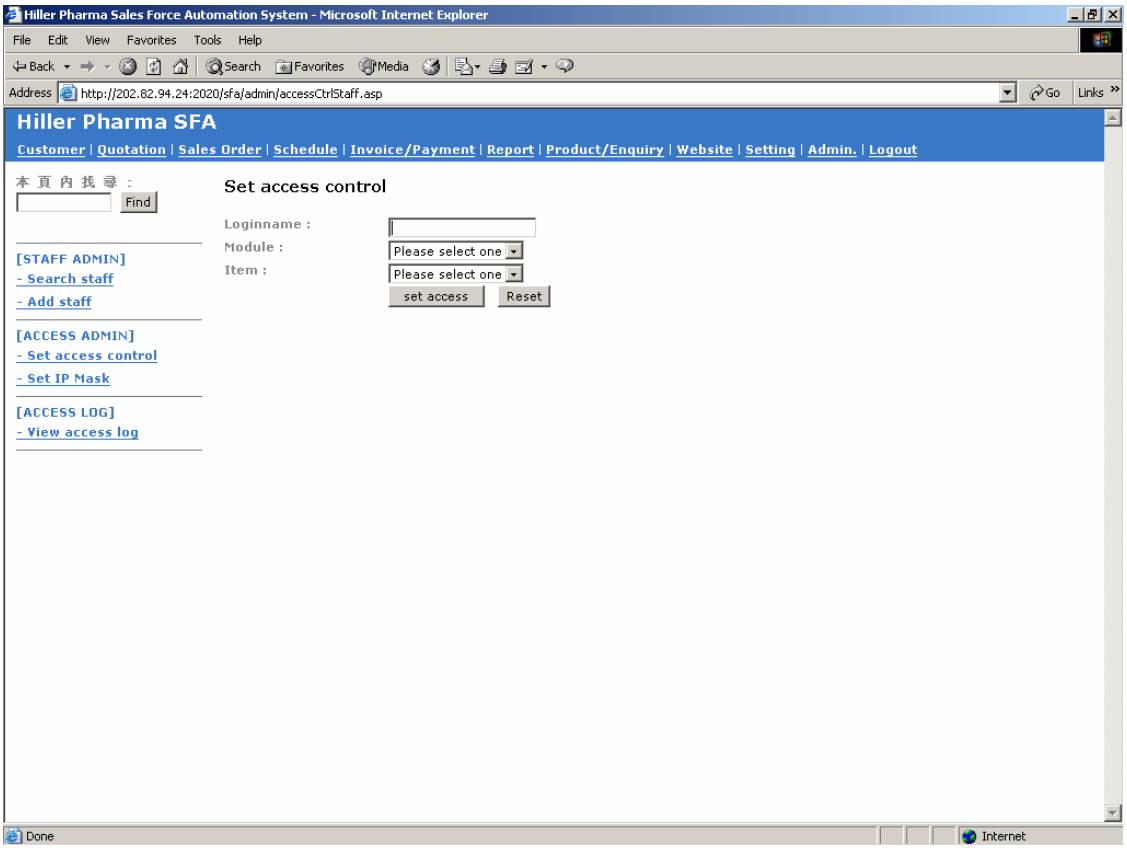
View Detail – Display personal detail of selected staff
Update – Update personal detail of selected staff
Delete – Delete the staff from the system

Add Staff

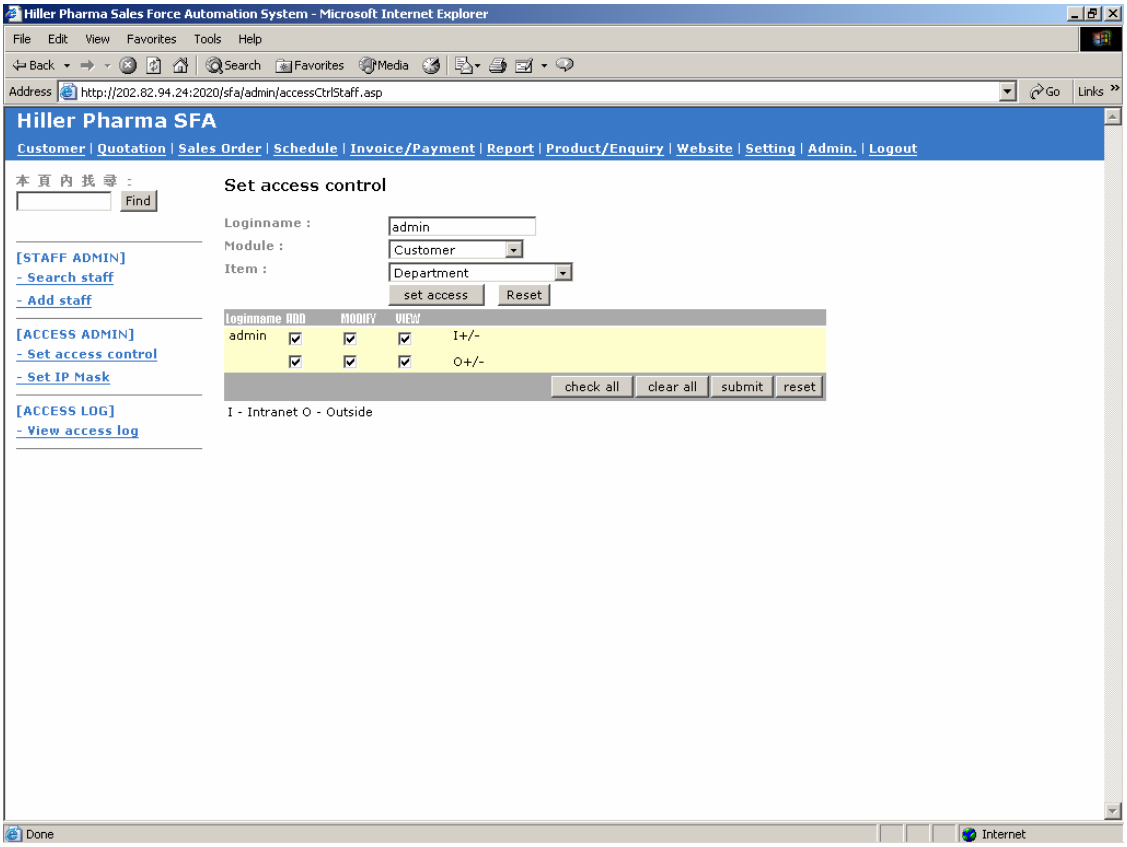


All fields are compulsory fields.

Set Access Control

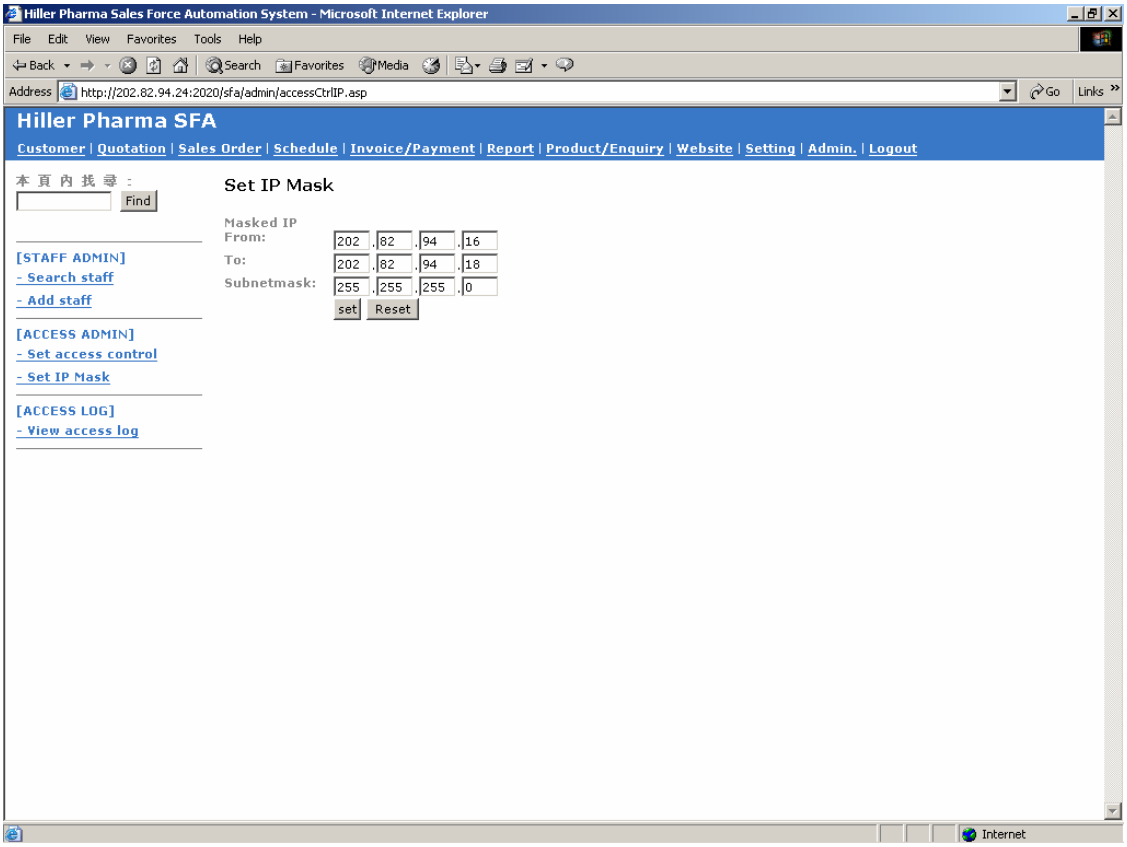


You should specify the login name before assigning the access control of the staff. Also, you should specify the module and the item that you want to set.


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/admin/accessCtrlStaff.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[STAFF ADMIN]
- Search staff
- Add staff
[ACCESS ADMIN]
- Set access control
- Set IP Mask
[ACCESS LOG]
- View access log
Set access control
Loginname : admin
Module : Customer
Item : Department
set access Reset
Loginname ADD MODIFY VIEW
admin I+/-
O+/-
check all clear all submit reset
I - Intranet O - Outside
Done
Internet

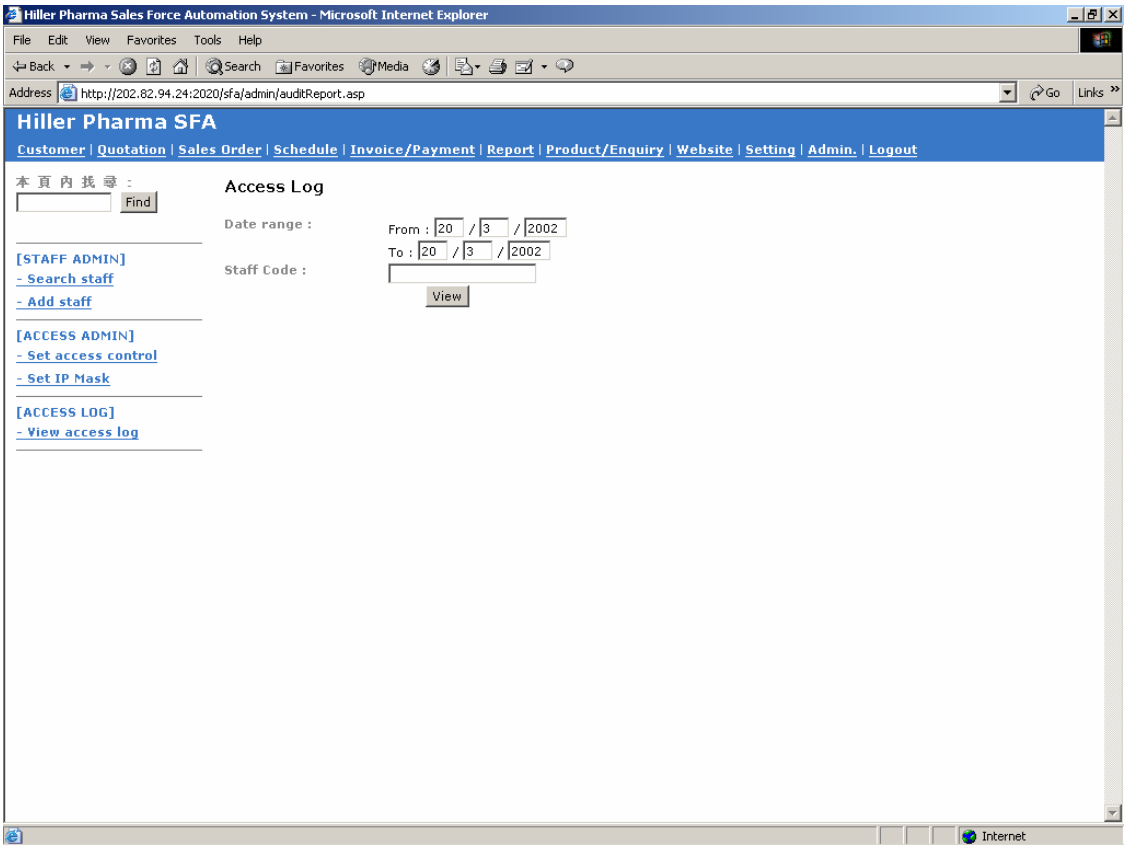
Once you modify the access control, the submit button should be click to confirm the updating.

Set IP Mask


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/admin/accessCtrlIP.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[STAFF ADMIN]
- Search staff
- Add staff
[ACCESS ADMIN]
- Set access control
- Set IP Mask
[ACCESS LOG]
- View access log
Set IP Mask
Masked IP
From: 202 .82 .94 .16
To: 202 .82 .94 .18
Subnetmask: 255 .255 .255 .0
set Reset
Internet

Input the range of IP and subnet mask to define the internal IP address.

View Access Log


Hiller Pharma Sales Force Automation System - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://202.82.94.24:2020/sfa/admin/auditReport.asp
Go Links
Hiller Pharma SFA
Customer | Quotation | Sales Order | Schedule | Invoice/Payment | Report | Product/Enquiry | Website | Setting | Admin. | Logout
本 頁 內 找 尋 :
Find
[STAFF ADMIN]
- Search staff
- Add staff
[ACCESS ADMIN]
- Set access control
- Set IP Mask
[ACCESS LOG]
- View access log
Access Log
Date range :
From : 20 / 3 / 2002
To : 20 / 3 / 2002
Staff Code :
View
Internet

You can show the access log by date range. You can input the staff code for specifying to show the access for that user.

Logout

User can either click the logout at the top blue menu or close the browser in order to logout.